

REPLACEMENT TESTAMUR FORM

A testamur is the legal certification of your degree, and a replacement testamur is a true copy of your original testamur. You can only request a replacement testamur for the following reasons:

- Your original testamur has been lost, stolen or damaged (*complete a Statutory Declaration form on Page 3*).
- You have legally changed your name since your testamur was issued (*attach a certified copy of your change of name certificate and return the original testamur to AMPA*).

The testamur will clearly indicate it is a replacement.

Complete the following form to request your academic record(s).

Identity Verification Information

Provide the following information that was current at the time when you were last enrolled at AMPA. This information will assist us in identifying your details and ensuring it remains private.

Student ID:		Email:	
Given name:		Family name:	
Date of birth:		Phone:	
Address:			

Please attach a copy of a valid personal photo identification, as it appears on a legitimate form of personal identification (such as your driver's licence or passport). Your request will not be processed if this is not included. Student cards, local library cards, Medicare cards, or birth certificates are not accepted.

If you have changed your name, please attach a certified copy of your Change of Name certificate and return your original testamur to AMPA.

Enrolment Details

Course:	
Years of enrolment:	<i>eg. 2015-2016</i>

Delivery Details

Postal address:		
Delivery options:	Mail to postal address	Collect from Surry Hills campus
	Email a digital copy to:	

Payment Details

- \$85 Replacement Testamur
- \$30 International Post
- \$5 Local Registered Post

Total amount to be paid = \$

Payment by: Cash Cheque EFT Credit Card (1.5% surcharge)

ELECTRONIC FUNDS TRANSFER

Bank: Westpac Banking Corporation
 Name: Academy of Music and Performing Arts
 BSB: 032 073 Account No.: 289 454
 Reference: Your Name

CREDIT CARD PAYMENT

Name of Cardholder: _____ Expiry Date: _____

Credit Card Number: _____ CCV: _____

PLEASE RETURN THIS FORM TO:
 AMPA Administration Office
 136 Chalmers St, Surry Hills, NSW 2010
 Or by email to admin@ampa.edu.au



Statutory Declaration

A Statutory Declaration is required because your testamur is a legal document of which there can only be one copy. If you are in a country where there is no equivalent to a Justice of the Peace, you can have the Statutory Declaration signed by a lawyer.

Please note: The Statutory Declaration provided must include specific details about your original testamur, such as conferral date and award title, and the following clause: 'I undertake that if the original testamur/s is/are found I will return the replacement testamur/s to the Academy of Music and Performing Arts within seven days.'

Complete the Statutory Declaration here:

<https://www.ag.gov.au/legal-system/statutory-declarations>