**Verification Request Form**

***Please complete the form in CAPITAL LETTERS.***

**Document Holder Data**

*Write the document holder’s name exactly as it appears on their passport in both the original language (e.g. Macedonian) and English (if different).*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Original language (e.g. Macedonian)** | | | **English (if different)** | | | | |
|  |  | |  |  | |  | | |
| **Surname** |  | | |  | | | | |
| **First name** |  | | |  | | | | |
| **Father’s name** |  | | |  | | | | |
| **Field of study:** |  | | | **Dossier number:** | | |  | | |
| **Dates of attendance:** | From: |  | | To: |  | | | | |
| **Graduation date:** |  | | | **Diploma number:** | | | |  | |
| **Mobile phone** |  | | | | | | | | |
| **Email address** |  | | | | | | | | |

**DATA PROTECTION**

Faculty of electrical engineering and information technologies in Skopje keeps records of your personal information according to Data Protection legislation in force. The information shall be processed only and to the extent required for the verification of the submitted documents and for statistical reasons. Faculty of electrical engineering and information technologies in Skopje may pass this information on to **“Ss. CYRIL AND METHODIUS” UNIVERSITY IN SKOPJE** who need it to help us with the verification of your documents. By giving us information about yourself, you expressly consent to us using that information where necessary for the above purposes. You have the right to ask for the correction of any inaccuracy or the writing off of your personal information or for a copy of the information we hold on you, by contacting our office in Skopje, ul. Rugjer Boshkovik 18 PO Box 574, or by sending an email at [deans.office@feit.ukim.edu.mk](mailto:deans.office@feit.ukim.edu.mk) .

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed** |  | **Date** |  |
|  |  |  |  |

***Failure to provide the information required above may result in a delay in the certification/verification process.***