

**REQUEST FOR LETTER TO VERIFY THAT CERTIFICATION
REQUIREMENTS HAVE BEEN MET**

A letter can only be sent after the end of the semester when you have successfully completed all of your academic requirements and Praxis certification exams.

**If you are completing a baccalaureate degree from Millersville,
you must attach a copy of your DARS with
*** ALL REQUIREMENTS HAVE BEEN MET ***
(it cannot state “in-progress courses”).**

Return this form with a copy of your DARS to the Certification Office,
room 120, Stayer Hall, after your requirements are completed.

Name _____
(please print)

SS# _____ BSE _____ or post-bacc. Cert. _____

Area/s of Certification _____

Date Graduating or Completing Certification Program _____

Address _____

Phone _____

Please check one:

_____ Send my verification letter to the address above.

_____ I will pick up my letter. (allow two working days)

I certify that I have completed all my course requirements and have passed all required
Praxis certification exams.

Signature

Date