

All letters of introduction must be provided by the University/College and must be on headed paper

Please complete the details in the bold bracket fields below

Letter must be addressed to RBS (**with or without the full address of the branch**)
or the **Customer (providing their full application address)**

Date

Ref (**Student number / matriculation number**)

Dear (**name of the person letter is address to**)

Full Student Name (**John Smith**) DOB: (**03 August 1993**)

This is to certify that the above named student is currently enrolled on the following course of study at (**Name of University/College**).

Programme/Course of Study: (**E.g. Immunology & Microbiology (3 year course)**)

Mode of Study: (**Full Time**)

Study Year: (**1st**)

Start Date: (**01 September 2011**)

End Date/Expected End Date: (**01 June 2014**)

We have the following addresses recorded on our database for this student.

Permanent Home Address: (**House Number, Street, Town/County, Country, Post Code**)

Term Time Address: (**House name/number, Street, Town/County, Country, Post Code**)

Term Time Accommodation: - We **are/ are not*** providing accommodation for the student.

* Please delete as appropriate.