



openawards

Open Awards

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Date

Dear

Letter of Confirmation of Achievement

Further to your recent request for a replacement certificate we regret to inform you that we are unable to provide a replacement certificate for the academic year in which you studied. However, we can confirm that you were registered with Open Awards (formerly Open College Network) and achieved credits on the following course:

Course Title	Total Credits Achieved	Level	Centre	Date of Achievement
	*			

**On 01/09/04 national credit values changed so that 1 credit = 10 hours of learning. Prior to this date 1 credit = 30 hours of learning.*

Should you have any queries or, require further information with regard to the above please do not hesitate to contact us on the details above.

Your sincerely,

Customer Service Team