



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 completed 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