

## Request for Certification Letter

### A. For Examinee:

- Full Name : .....
- Exam Name : .....
- Exam Confirmation No.: .....
- Passport No. : .....
- Civil ID No. : .....
- Date of Exam : .....
- Authorized Person to Collect the letter (optional): .....

I hereby agree to request a certification letter from OMSB as a replacement for my original OMSB test score report for the following reason:

Lost/misplaced/misused, etc.     Misspelling(s)     Others .....

I agree to pay administrative charges of 10 Omani Rial (OMR).

Method of payment:                       Cash                       Wire Transfer

I agree to pay UPS carrier fees if Certification Letter needs shipment.

**\*Please attach a passport photocopy with this request.**

Signature of Examinee: .....                      Date: .....

### B. For Finance Section (OMSB):

We confirm that the payment has been received.

Date:...../...../.....    Signature: .....    Stamp: .....

Receipt No: .....

### C. For Prometric Testing Centre (OMSB):

We confirm that the examinee's score details have been retrieved and verified. Upon this request, the Certification Letter has been issued.

S/N of the Certification Letter: .....    Score: .....

Reviewer 1: .....    Reviewer 2: .....

Date:...../...../.....    Section Head's Signature: .....    Stamp: .....

Cc:

- Prometric Testing Centre
- Finance Section