

**GRADUATION INVITATION LETTER**

EmplID: \_\_\_\_\_

Name: \_\_\_\_\_

Last

First

Home/Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_@citymail.cuny.edu

Plan/Major: \_\_\_\_\_

Expected Degree: \_\_\_\_\_

Expected Date of Graduation: \_\_\_\_\_

Name of Embassy: \_\_\_\_\_

Please indicate desired amount of invitation copies: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Processed by: \_\_\_\_\_

Date: \_\_\_\_\_

**Graduation invitation letters may be picked up five business days after the request date.**