



Translation order

Source language: German

Target language: English*

Please complete and submit this form with the document that requires translation:

1. Customer

Ms. Mr. _____

Title

Last name, First name

Matriculation number (also former number)

Phone number

E-mail address

Request with authorization (only in the office hours)

I give this order on the basis of the enclosed power of attorney.

2. Order information

I request an English translation of the following documents (please tick the appropriate box):

Degree Certificate¹⁾

Final Grade Report¹⁾

Transcript of Records

Certificate of Recognition of the Intermediate Examination

Other Documents Issued by the Examination Office:

¹⁾ Please attach a copy of your original documents (via e-mail only PDF files will be accepted).

*** Please note** that we translate only the certificates issued by us into certified languages and only the German original has a legal status. We do not offer translation orders of other documents e.g. examination regulations or module descriptions, as well as translations in other language combinations.



3. Delivery

The translation(s):

to be collected personally during the office hours in the Examination Office

to be posted to the following address:

Street

House number

Additional address

Post number

City

Country

Date and Signature

For further information please contact:

University of Stuttgart
Examination Office
Translation
Pfaffenwaldring 5 c // 3. Floor
70569 Stuttgart

E-mail: backoffice-pa@verwaltung.uni-stuttgart.de