

Application for Replacement Testamur

Please return original application form to:
Graduations Office, Murdoch University, 90 South Street. Murdoch WA 6150.

Graduations Office contact details: telephone +61 8 9360 6536 or email graduations@murdoch.edu.au

Conditions

- Where the original Testamur has been lost, destroyed or stolen the completed Statutory Declaration included in this form must be completed and returned.
- If your original Testamur has been damaged, or if you have changed your name, to replace the original we require the original Testamur to be returned. The Statutory Declaration is not required.
- For Testamurs to be collected by a third party, the applicant must provide a letter of authority.
- Applicants and authorised third parties must provide photographic identification if collecting.
- The fee for reissuing a Testamur is \$50 (all fees in \$AUD) per award. Your Testamur will not be reissued until full payment is received.

Instructions

- Make payment online and obtain the receipt number
- Complete this form ensuring it has been correctly signed (where applicable) and email it to graduations@murdoch.edu.au
- Upon receipt of a completed application form and payment receipt, your replacement will be processed

I wish to apply for a replacement of my Testamur.

Postal Address for Replacement Documents

Date: / /

Student ID: Title:

Family Name: Telephone:

Given Names:

Address:

Email:

Award Details

Please indicate the degree or degrees that need to be replaced (e.g. Bachelor of Commerce – Accounting)

Degree 1:

Year of Completion: Award Number (if known):

Degree 2:

Year of Completion: Award Number (if known):

Please select how you would like to receive your Testamur

- Registered mail within Australia Couriered mail overseas Collect from Office

Payment Receipt Number

Office Use Only

Receipt No:	<input type="text"/>	Award No:	<input type="text"/>	Original Conferral Date:	<input type="text"/>
Entered Callista:	<input type="text"/>	Award Posted:	<input type="text"/>	Award Collected:	<input type="text"/>
Entered FM:	<input type="text"/>				

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

I,

[name, address and occupation]

sincerely declare as follows –

1. I completed the following award(s) at Murdoch University:

[Award/s Title]

2. My Testamur has been:

Lost Stolen Destroyed

Not Received Other (please explain)

3. If I recover the original Testamur after receiving a Replacement Testamur, I shall return the Replacement Testamur to Murdoch University.

4. This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005* at:

[Place]

on

by:

[Date]

[Signature of person making declaration]

in the presence of –

[Signature of authorised witness]

[Name and qualification of authorised witness]

see next page for list of qualified witnesses

QUALIFIED WITNESSES

If You Are in Western Australia

Academic of a Western Australian University	Loss Adjuster
Accountant*	Marriage Celebrant*
Architect*	Member of Parliament*
Australian Consular Officer*	Midwife*
Australian Diplomatic Officer*	Minister of Religion registered under the <i>Marriage Act 1961</i> *
Bailiff*	Nurse*
Bank Manager	Optometrist*
Chartered Secretary, governance advisor or risk manager who is a member of the <i>Governance Institute of Australia</i> *	Paramedic
Chemist*	Patent Attorney*
Chiropractor*	Physiotherapist*
Company Auditor or Liquidator	Podiatrist
Court Officer (judge*, magistrate*, master*, registrar* or clerk) of any Australian Court	Police Officer*
Defence Force Officer*	Post Office Manager
Dentist*	Psychologist*
Doctor (Medical Practitioner)*	Public Notary*
Electorate Officer (State – WA only)	Public Servant (WA or Commonwealth)
Engineer (registered, other than as a student)*	Real Estate Agent
Industrial Organisation Secretary	Settlement Agent
Insurance Broker	Sheriff* or Deputy Sheriff
Justice of the Peace*	Surveyor
Landgate officer	Registered Teacher
Lawyer*	Tribunal Officer
Local Government CEO or Deputy CEO	Veterinary Surgeon*
Local Government Councillor*	Anyone listed under the section "If you are anywhere else in Australia" below

* = also a valid witness if you are elsewhere in Australia (see below)

If You Are Anywhere Else in Australia

Anyone marked with a * symbol in the above table	Chief executive officer of a Commonwealth court
Registered Migration Agent	Commissioner for Affidavits
Occupational therapist	Commissioner for Declarations
Trade mark attorney	Member of the Australasian Institute of Mining and Metallurgy
Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public	Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office providing postal services to the public
Bank, Building Society, Credit Union or Finance Company officer with 5 or more continuous years of service	Teacher employed full-time or part-time at a school or tertiary education institution
Prison officer employed by the Commonwealth or a state, territory or local government authority with more than 5 years of continuous service	

If You Are Outside Australia

- Any of the following who is performing official functions at the place where you are making the declaration:
 - an Australian Consular Officer;
 - an Australian Diplomatic Officer; or
 - a British consul or vice consul.
- A justice or notary public under the law of the place where you are making the declaration.
- Any person who has authority (under the law of the place where you are making the declaration) to: (a) administer an oath to another person; or (b) take, receive or witness a statutory, solemn or other declaration.