[Your Institution's Letterhead]
[Date]
To Whom It May Concern,
This is to certify that [Student's Name], son/daughter of [Parent's
Name], is a bonafide student of [Institution's Name]. He/She is currently
enrolled in [Course/Program Name] for the academic year [Year].
This certificate is issued upon the student's request for the purpose of
[reason for the certificate, e.g., applying for scholarships,
internships, etc.].
We wish him/her all the best in his/her future endeavors.
Sincerely,
[Your Name]
[Your Position]
[Institution's Name]
[Contact Information]