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[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 student of [Class/Grade] at [Institution Name]. He/She has
been enrolled with us since [Date of Admission] and is a bonafide student
of our institution.
This certificate is issued upon the request of the student for the
purpose of [mention purpose, e.g., applying for a scholarship,
participating in an event, etc.].
We wish [Student's Name] all the best in his/her future endeavors.
Sincerely,
[Your Signature]
[Your Name]
[Your Designation]
[Contact Information]
[Institution Seal]
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