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NOTE: University logo may NOT be used on this document

# Certification of Participation

Awarded to

Jane Q. Student

For participation in a [insert duration; e.g., 3-day]  
executive/non-credit education course in

Name of Program

Offered by the Columbia University [insert name of unit; e.g., School of  
Library Science] from [insert start date] to [insert end date].

Name/signature of program director 1

Name/signature of program director 2