

[Date]

Re: Estimated Program Completion Date for *[Name]*

This is to certify that [Name] is an enrolled student in the [Master or Bachelor of Business Administration or Master of Accounting or Master of Supply Chain Management] (MBA or BBA or MAcc or MSCM) degree program at the Stephen M. Ross School of Business at the University of Michigan.

[Name] entered the program in [Fall or Winter] [Year] and is expected to complete the program by [Date]. Please feel free to contact our office if you have further questions concerning this student.

Sincerely,

Academic Services