Date:

This promissory note should be deemed a legal promise from my side to comply following requirements by 18th November 20XX.

1. A good moral character certificate
2. A copy of an authenticated birth certificate
3. An experience letter from the former employer
4. A copy of the passport size picture with the blue background
5. A copy of national identity card

Once all the documents have been provided, this note shall be deemed expired, and I will not be liable to act on it any further. In addition, you can reach me on (mention your phone number) if you want some other documents to be provided. Thank you for your cooperation

Name of the student  
Student’s roll number:  
Program of enrolment:

Signatures