Instructions

Please refer to **Appendix 17: Instructions for Completion of Certificate Spreadsheet** and **Appendix 19: Proforma for the Production of Degree Certificates** in the Partner Handbook Once the Certificate Data tab is completed according to instructions and thoroughly checked, please return to partnership@sussex.ac.uk

AQP, August 2025

Title	Date_of_Birth	Sex	Forenames	Family_Name	Attainment	with_Honours	Programme_Award_Title	Degree_Class	Board_Date	Award_Date

Attainment Bachelor of Arts Bachelor of Music Bachelor of Science Certificate of Higher Education Diploma of Higher Education Foundation Degree (Arts) Foundation Degree (Science) Graduate Certificate Graduate Diploma Master of Arts Master of Fine Art Master of Science Postgraduate Certificate Postgraduate Diploma

with_Honours
with Honours

Programme_Award_Title							
Books and Bindings							
Business and Law							
Business and Management							
Business with Finance							
Business with Marketing							
Ceramics							
Clocks							
Coaching							
Conservation Care and Management for Collections							
Conservation Studies							
Craft Practices							
Creative Writing							
Creative Writing and Publishing							
Facilitation							
Fine Art							
Furniture							
in Conservation Studies							
in Creative Writing and Publishing							
Leadership and Management							
in People and Organisational Development							
Leadership and Management							
Metalwork							
Musical Instruments							
Organisational Development							
People and Organisational Development							
Social Work (Jersey)							
in Organisational Learning							
in Culture and Sustainability							
in Change Leadership							
in Applied Interior Design							
Interior Design							
Art and Contemporary Crafts:							
in Art and Contemporary Crafts:							
in Interior Design							

Degree_Class First Class Second Class (Division One) Second Class (Division Two) Third Class with Merit with Distinction