How to print your own Certifying Letters from E-Vision

E-Vision is the University's web access to the student record system. You can now print out standard letters for banks, councils, sponsors etc. confirming your status as a student at the University of Dundee. You can only do this once you are matriculated as a current student and have completed any requirements for missing data shown to you in e-Vision.

First you will need to access e-Vision at: {https://evision.dundee.ac.uk/urd/sits.urd/run/siw_lgn}

Use your standard University username and password which you will have been issued with as an applicant to login to e-vision. If you don’t have or have forgotten your username and password you should contact the ICS service desk.

Once you have logged in, you should see a screen like this:

Welcome to eVision

Click on the **Student Resources** button/link shown above. The following screen will appear:
Student Resources

If you click on “Certificate of Matriculation Letter”, you will see a letter from the University of Dundee confirming that you are a current student which can be printed.

If you click on the “Letter of Introduction for UK Bank” you will see a drop down menu that enables you to select the bank where you wish to open an account.

Once you have selected the relevant bank, click on “Run Report” this will generate the letter which you can then print off directly to present to the bank.

If you have any issues accessing the above, please contact StudentRecords@dundee.ac.uk