ENROLLMENT VERIFICATION REQUEST FORM

Please submit this request and any applicable attachments to the Registrar's Office located in Elston Hall, Rm.215

Enrollment Verification

Enrollment verifications are frequently used to verify enrollment status for eligibility for financial aid and/or services such as health insurance, car insurance, county agencies, loan deferments and scholarships. You must be enrolled in classes for any given term in order for us to provide an enrollment verification.

Personal Information

Student ID Number: _____ Date of Birth: _____

_____

Last Name   First Name   Middle

Type of Verification

☐ Verification including attachment with request
☐ Letter- Please chose the information needed:
  ☐ Enrollment ☐ Current Term ☐ Enrollment History ☐ Specific Term____
☐ Other Information: _____

Sign here if you would like to have your GPA included: _____

Delivery Method

☐ **Mail**   Name/Company: _____

                   Address: _____

                               _____

               City/State/Zip: _____

☐ **Pick up at the Registrar's Office**

☐ **Fax Number [No International Faxes] (_____) _____-_____**

        Attn: _____

Authorization

PURSUANT TO PROVISIONS OF THE FEDERAL FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (PUBLIC LAW 93-380), I GRANT PERMISSION FOR RELEASE OF MY ACADEMIC RECORD AS INDICATED ON THIS FORM:

Signature: _____ **Date**_____

For Office Use Only: Date Processed:_____ Processed By:_____