** ENROLLMENT CERTIFICATIONS CANNOT BE FAXED **

u Identification Information

Full Name: _____
First Middle Last

_____ _____
Previous Name (if applicable) Day Phone

_____ _____ _____
Student ID Date of Birth (MM/DD/YYYY) Email Address

- Normal processing time is three to five days.
- It is the student's responsibility to report any status changes
- If just prior to, during, or immediately following registration, processing may take up to two weeks.
- Student's written permission required for pick up of enrollment certification by a third party.

v Reason for Request

Enrollment Verification

☐ Loan Deferment (○ Current Term ○ All Terms)

☐ Insurance (○ Current Term ○ All Terms)

Insurance Company: _____

Policy/Group #: _____

Subscriber: _____

☐ Good Student Discount (Requires 3.0 GPA or better)

☐ Military ID (Anticipated Graduation Term: _____)

☐ Other (Please Explain)

_____

_____

Verification of USA Degree

☐

☐ Pending (Student has applied for graduation but the USA degree has not been awarded.)

☐ Early Degree Verification of Completion (Prior to the official awarding of the degree, the student has met all degree requirements, which will be verified by the Registrar's Office. A message will be included regarding completion. The awarded degree will be posted at the end of the semester.)

w Delivery Instructions / Information

☐

Name: _____

Address: _____

_____

_____

_____

City: _____

State/Province: _____ Zip/Postal Code: _____

Country/Nation: _____

x Signature (Required)

Signature: _____ Date: _____
MM/DD/YYYY

Office of the Registrar
390 6 W X G H Q W & H Q W H U

Completed By: _____

Date: _____