



Enrollment verification for a future semester will processed 3-5 business days after the refund period of such semester. Please allow 3-5 business days for processing for current or past semester verifications.

Please note: (Good Student Discount Insurance Form are always based on the previous semester)

ENROLLMENT VERIFICATION REQUEST (AUTHORIZATION RELEASE)

NAME: _____

SIGNATURE: _____

LAST 4 OF SSN/ OR ID #: _____

DATE OF BIRTH: _____

PHONE NUMBER: _____

PLEASE INDICATE THE SEMESTER AND YEAR TO BE VERIFIED, (PLEASE BE SPECIFIC)

SPRING: _____ SUMMER: _____ FALL: _____

- PLEASE VERIFY MY EARNED DEGREE (S)
PLEASE VERIFY MY EARNED CERTIFICATE (S)
OTHER

PLEASE EXPLAIN: _____

PLEASE INDICATE ONE OF THE FOLLOWING (PLEASE BE SPECIFIC)

- I WOULD LIKE TO PICK UP THE LETTER
I WOULD LIKE THE LETTER TO BE MAILED TO THE FOLLOWING ADDRESS(ES):

- (1) _____
(2) _____
(3) _____

I WOULD LIKE THE LETTER TO BE FAXED TO THE FOLLOWING FAX NUMBER(S):

- (1) _____ (2) _____

OFFICE USE ONLY

DATE PROCESSED: _____ STAFF INITIALS: _____