** 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: _____