Request for Verification of Enrollment for Current Students

(Print Name)

(Student ID)

(Phone number)

Please complete all three sections below

1. Indicate the semester(s) and years(s) for which you are requesting verification of enrollment:
   - Fall
   - Spring
   - Summer

2. Indicate what type of documentation you will need from us:
   - Letter of enrollment status – to be provided by the Admissions Office
   - Completion of an enrollment form – to be provided by the student

3. Indicate where the documentation will need to be sent:
   - I will pick up the documentation on: ______________________
   - Mail the documentation to the address listed below:
     Attn: ______________________
     Company: ______________________
     Address: ______________________
     City, State, Zip: ______________________
   - Fax the documentation to:
     Attn: ______________________
     Fax number: ______________________

Signature: ______________________

Please allow 24 hours for your request to be processed