ENROLLMENT VERIFICATION REQUEST FORM

Student ID Number:  
Email:  

Last Name:  
First Name:  Initial:  

Contact Telephone Number:  

We are unable to verify:
- Anticipated graduation dates
- Enrollment dates beyond the current academic year. (Defined as Fall through Summer)

Students must be enrolled in courses AND fees must be paid if requesting verification for the current or future quarter.

- Number of Copies Requested:  
- Purpose:
  - Scholarship
  - Training
  - Loan
  - Insurance
  - Other
- This is for my Student Loans/Lenders:  
  (If you check here, the last 4 digits of your SSN will be added)
- Please sign here if you would like to have your GPA included:  
  We provide GPA of last qtr completed, unless otherwise specified
- Please check the method preferred:
  - Will pick up
  - Fax to:  ($2 per page)
  - Mail verification to:

Name of Person or Company:
Street Address Line 1
Street Address Line 2
City (Do not abbreviate)  State  Zip/Postal Code

REGULATIONS GOVERNING VERIFICATIONS
1. The fee for verifications of enrollment is $8.00 each. Make checks payable to “Regents U.C.”.
2. Express mail service is available for an additional charge.
3. Verification requests will be honored in five to seven working days.
4. Please be sure you have supplied the correct mailing address.

OFFICIAL USE ONLY
- ENVE for ______ quarter
- Fees paid for same quarter

12/15/2011