General Enrollment Verification

This form is used to verify enrollment for a variety of purposes including: employment, insurance, certain types of loans, certain memberships, etc.

<table>
<thead>
<tr>
<th>Current Date</th>
<th>Date Letter Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Name</td>
<td>ID#</td>
</tr>
</tbody>
</table>

**This letter is for:**
- □ Summer Study Abroad Application
- □ Other:
  __________________________________________________

**Will you pick up the letter or do you want it mailed?**
- □ Pick up
- □ Mailed

**Check what you need included in the letter:**
- Attendance Status: □ Full-time  □ Part-time
- Dates: □ Current Year  □ Current Semester  □ Anticipated Graduation Date

**Other items needed in letter:**

**Student Signature:** ______________________________________________________

Please return your completed form to the Registrar’s Office, Room 119.

Office use only

Dean of Students signature: _____________________________  Date: ________________

Date received ___________  Date processed ___________  Completed by ___________

Last updated December, 2015