

## 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. Letter will include attendance status, enrollment dates, and anticipated graduation term.

We cannot verify enrollment until after the add/drop period closes. We can verify anticipated attendance status based registration for future terms and anticipated graduation term.

Current Date		Date Letter Needed	
Student Name		ID Number	
Current or former term for which enrollment should be verified		Future term for which registration should be verified	
Purpose			

Letter should be (check one)      emailed      sent via postal mail      to the following address:

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Student Signature: \_\_\_\_\_

*Electronic signatures can be accepted only if form is sent through the Mitchell Hamline email system*

Please return your completed form to the Registrar's Office  
 registrar@mitchellhamline.edu  
 or Room 120

Office use only

Date received \_\_\_\_\_

Date processed \_\_\_\_\_

Completed by \_\_\_\_\_