

STUDENT INFORMATION REQUEST FORM

Please indicate the type of information that you are requesting the Registrar's Office to release. Check item(s) from the following selection:

Spring_____ Summer_____ Fall_____

- Verify dates of enrollment/classification/current major or program
- Include enrollment status (part-time or full-time)
- Indicate cumulative grade point average
- List anticipated graduation date as reflected in the student system
- Indicate number of credit hours enrolled
- Provide verification of degree
- Other (specify additional details/instructions required to complete request)

******If there is a form that should be completed, please attach for processing******

Method of receiving completed documentation (check one):

- Via U.S. mail (indicate mailing address and to whom the document should be directed):

- Via fax (provide fax number) _____

- Will pick-up Date_____/_____/_____ A.M.____P.M. _____

- Via Email _____

- Please include my social security number on the letter. SS# _____

Student Name (Print): _____

Signature: _____ Student ID Number or Birthdate: _____

Telephone Number: _____ Date: _____