



Office of the Registrar

VERIFICATION FORM

Only complete this request if the National Clearinghouse Verification certificate is unavailable or unacceptable. Obtain National Clearinghouse Verification certificate by accessing your Self Service Banner Account - Student Records.

Today's Date:	Student ID:	Expected Graduation date:
Full Name:		
Contact Phone #:		
Email Address:		
Requesting Verification of:		
<i>(Circle one)</i>	Enrollment Completion of Degree	Other
Verification of which term(s):		
<i>Please select one from below:</i>		
<input type="checkbox"/> Verification will be picked up by:	Name:	
<input type="checkbox"/> Please fax verification to this number:	Attention:	
<input type="checkbox"/> Please mail verification to this address:		
<input type="checkbox"/> Please e-mail this verification to:		

Verifications are completed in the order received; please allow 24-48 hours for processing. You will receive a telephone call when your verification is ready for pick –up.