



Request to Verify Student Status

Please Print

Name _____

Social Security Number _____

Semester & Year Involved current semester other (list semester(s)/year(s) _____

Verification is needed for the following purpose: student loan** insurance childcare housing

IRS credit card travel other _____

Student's Signature _____ Date _____

Please complete your portion of any form(s) you are attaching to this. Do NOT fill in the school portion. Letters we provide will include name, semester involved, enrollment status and number of units as of date certified. Letters for student loan deferment and IRS will also include social security number (and school code for deferments). If any other specific information must be included in the letter, please check here and indicate information required on back of this form

Verifications are normally ready for pick up within 3-5 working days. Allow at least 2 weeks at peak times. They CANNOT be released to a third party without student's written consent. Unclaimed forms will be destroyed after 60 days. **STUDENT LOAN DEFERMENTS - You MUST attach form since student loan deferment forms MUST BE processed through the Loan Clearinghouse (NOT on campus). If the deferment form you submit does not have the servicer's name and address on it be sure to indicate the servicer's name and address on the reverse of this form Forms cannot be processed, and therefore cannot be turned in, before term you are requesting certification for begins. . FORMS WILL NOT BE RETURNED TO YOU (if you want a copy for your records, make a copy before submitting forms.)

For Office Use Only Processed by _____ Date _____

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