



Salve Regina UNIVERSITY

OFFICE OF THE REGISTRAR

VERIFICATION OF STUDENT STATUS

Print Student Name: \_\_\_\_\_ Soc.Sec.No.: \_\_\_\_\_

Check Student Category:  Undergraduate  Graduate  GES Graduate Extension
 Degree Completion  Ph.D. Dissertation

Home Address: Number & Street: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

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

SEND VERIFICATION TO THE FOLLOWING ADDRESSEE

By my student signature above, I request the University to send verification of my student enrollment to the address below. I understand the verification letter will indicate my CURRENT status including class standing (Freshman, Sophomore, Graduate, etc.), full- or part-time status, and anticipated date of graduation.

Check one type of service per form submitted:

- MAIL enrollment verification to the address below.
 FAX enrollment verification to the fax number below.
 I WILL PICK UP enrollment verification personally.

Complete the following addressee information:

Company Name: \_\_\_\_\_

Department or Person (Send verification to attention of): \_\_\_\_\_

Company Address -- Number & Street: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Company Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

DESIRED PROCESSING DEADLINE

Notice: Processing time for verifications is normally 5-6 business days. During peak registration and graduation periods some delays are normal. If you need expedited processing please indicate date needed below. We will do our best to provide this service.

I need faster than normal service. Please send verification by (date needed): \_\_\_\_\_