



LOS ANGELES

Office of the Registrar  
400 Corporate Pointe  
Culver City, CA 90230-7615  
310-578-1080 x216

### REQUEST FOR VERIFICATION OF ENROLLMENT

• Indicate type of Verification:

○ Verification of Enrollment

(Available after the ADD/DROP period for a given quarter. Allow seven working days for processing.)

○ Verification of Enrollment with Expected Graduation

(Available after the ADD/DROP period of your last quarter. Allow two working days for processing.)

○ Letter of Good Standing

(Available after your first quarter Evaluations have been processed. Allow seven working days for processing.)

• Program enrolled:

○ BA ○ Bridge ○ MAP ○ MAOM ○ MPIC ○ MAE ○ MFA ○ USMA

• Indicate quarter/semester to be verified:

○ Current Enrolled Quarter/Semester ○ ALL Enrolled Quarters/Semesters

• Student's Name/ID Number (print) \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone #/email ( \_\_\_\_\_ ) \_\_\_\_\_

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

Address letter/fax to:

**THIS INFORMATION MUST BE PROVIDED IN ORDER FOR YOUR REQUEST TO BE PROCESSED!!**

Name of Agency/School: \_\_\_\_\_

To whom it may concern: \_\_\_\_\_

Address/City/Zip Code/State: \_\_\_\_\_

10/28/10 DB

Office Use Only:	Date Rec'd _____	By _____	Date Sent _____	By _____
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