



VERIFICATION LETTER REQUEST FORMS

Student ID Number: _____ Student Status: Current Student Former Student

Student Name: _____

(If you are a former student please provide the name you had at the time of your enrollment, if applicable)

Student Address:

Student Email Address:

Building number, Apt. number, Street

Town, State, Zip Code

Student Telephone Number:

Student Signature:

_____ Date: _____

Verification Type:

- Enrollment Verification Degree Verification Method of Instruction
- Letter of Non-Enrollment Tentative Degree Verification (Letter of Program Completion MUST be submitted with Verification Request)
- Pre-registration Anticipated Date of Graduation: _____
- Attached 3rd Party Form

Delivery Options:

- Email: _____
(Current Students: Verifications are sent to your [@ucdenver.edu](mailto:ucdenver.edu) address ONLY)
- Fax: _____ Mail: _____
Name/ Company
- Pick-up (Registrar's Office) _____
Building number/Apt., Street Name
- _____ Town, State, zip Code

Forms can be submitted via e-mail to registrar@ucdenver.edu or in person to the Student Commons Building, room 5005. Enrollment cannot be verified for a future semester until the first day of classes. Please allow 2 – 3 working days for completion during non-peak times; 3 - 5 working days during peak times.