

University of California, Santa Cruz

Enrollment Verification Request

By signing this form, you agree to have the Records Verification fee(s) assessed to your UCSC account.

Enrollment Verifications include:

Current Program of Study (UGRD/GRAD) Current Enrollment: Term, Begin and End Dates,
Expected Completion Date Units, Full/Part-Time Status
Signature of the University Registrar Major(s), Minor(s), College
University seal

*Prior Quarters and GPA also available under
Additional Requests*.*

– PRINT CLEARLY –

Name: _____
LAST FIRST MIDDLE

Student ID: _____

Phone: (____) _____ - _____

☐ Financial Waiver – Verifications for scholarship/
financial aid verification are provided at no charge. Provide
financial aid paperwork and include the name of the scholarship or
institution. Verifications for financial aid must be sent directly to
the agency.

Scholarship/Institution: _____

Email: _____

___ # COPIES x \$17 each = \$ ___

Pick-Up

or

Mail to:

SPECIAL PROCESSING REQUESTS

PERSON / INSTITUTION

STREET 1

STREET 2

CITY STATE ZIP

Fax Request (USA only) –add \$5 per fax \$ _____
(____) _____ - _____

Attention: _____

Express Mailing (USA only) – add \$20 per address \$ _____

International Standard Mail – add \$5 per address \$ _____

International Express Mailing \$ _____
(Phone number required) – add \$30 per address
(____) _____ - _____

Notarization – add \$23 per verification \$ _____

Sign & Sealed Envelope \$ _____
– add \$23 per verification

Total:\$ _____

***Additional Requests (no extra charge):**

Include all prior quarters

Include my GPA

Hold for _____ quarter enrollment

Attach additional paperwork

SIGNATURE:

DATE:

Office Use Only:

Processed By: _____ Date: _____ Date Fee Posted: _____ Check #: _____ Cash Amt: \$ _____

Pick Up/Faxed/Mailed By: _____ Date: _____