



*Please email completed form to admissions@tsc.edu

Request for Verification of Enrollment

NAME: _____ DOB: ____ - ____ - ____ TSC ID: _____
(Please print)

PHONE Home:(____) ____ - _____ Cell:(____) ____ - _____

E-MAIL: _____

OTHER NAMES WHICH MAY APPEAR ON ACADEMIC RECORDS: _____

I authorized _____ to request an enrollment verification letter.
I have notified the 3rd party listed above this request will not be honored without his/her photo identification.

(Please select option that applies to your request)

I am requesting a Verification Letter of my Current Semester _____ (Example: 2013/FA)

Note: This request will not be processed until after the **Official Record Date:** ____/____/____

I am requesting a Verification Letter of my status for a specific semester attended:

Term(s) or Year(s) Please verify: _____ (Example: 2014/FA)

I am requesting a Verification Letter of my Degree(s) awarded: _____
(Example: AAS 12/2013)

I am requesting a Verification Letter of my first and last semester attended at TSC: _____
(Example: 2014/FA thru 2015/SP)

I am requesting a Verification Letter of my Student classification _____ Completed Hours
(Example: Freshmen)

I am requesting a Verification Letter to verify that I applied, but never attended any semester at TSC.

Please **MAIL** my verification to the following address: _____

Please **FAX** my verification to: _____ ATTN: _____

Please have my verification ready for **SELF PICK-UP** Please **EMAIL** to _____

STUDENT SIGNATURE: _____ DATE: _____

OFFICE OF ADMISSIONS USE ONLY

Received by: _____ DATE: _____