



OFFICE OF THE REGISTRAR

MARIST COLLEGE



REQUEST FOR VERIFICATION LETTER

Please note: Enrollment verifications will include major, credit hours, semester dates and expected graduation date. All verifications bear the raised college seal to confirm their authenticity. Because of this, letters cannot be faxed or emailed. If you require a transcript to be attached, please submit a separate transcript request form. If GPA is requested, an original ink signature is required. Please allow 24-48 hours for processing.

Verifications cannot be completed for future semesters until you are registered for that semester.

Student Name: _____ CWID # _____

Phone Number: (_____) _____ Number of copies needed: _____

Signature: _____ Date: _____

Type of Request:

Enrollment Verification (Please select ONE)	OR	Degree Verification (Please select ONE)
<input type="checkbox"/> Current Semester <input type="checkbox"/> All Enrollment Completed to Date <input type="checkbox"/> Pre-Registration <input type="checkbox"/> Other (Explain below)		<input type="checkbox"/> Graduation Date: _____ <input type="checkbox"/> Expected Graduation Date: _____ Include GPA? <input type="checkbox"/> Yes <input type="checkbox"/> No

Special Instructions: _____

Delivery Method:

<input type="checkbox"/> Mail	OR	<input type="checkbox"/> Student Pickup
Name: _____ Street Address: _____ _____ City: _____ State, Zip: _____		Phone Number: (_____) _____

Registrar's Office
Marist College
3399 North Road
Poughkeepsie, NY 12601