

## Verification Request

Today's Date: \_\_\_\_\_

Full Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Other names used while enrolled at TWU: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Phone number: \_\_\_\_\_

TWU e-mail: \_\_\_\_\_@twu.edu

Alt e-mail: \_\_\_\_\_

If this is for a Financial Aid Loan Deferment, please include account # \_\_\_\_\_

Include SSN? \_\_\_\_\_

Include D.O.B.? \_\_\_\_\_

Letter to be

Picked up (emailed to notify of availability)

E-mailed: \_\_\_\_\_

Faxed: ( ) \_\_\_\_\_

ATTN: \_\_\_\_\_

Mailed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_  
Date

By my signature above, I accept responsibility for the accuracy of all information on this form. I authorize TWU to release this information, including my TWU ID, to the entities I specified.

\*If submitting documentation from an outside source, please accompany with this completed request form.

Please select the type of verification you are requesting:

### Enrollment Verification

Year \_\_\_\_\_

Fall

Spring

Summer

### Residency Status Verification

Degree verification

Letter of Intent to Graduate

(UNDERGRADUATE Available ONLY after you have applied for graduation and you are in your final semester. Graduate students contact the Graduate School)

Letter of Completion

(UNDERGRADUATE Available ONLY after you have applied for graduation AND all degree requirements have been met. All grades must be posted. Graduate students contact the Graduate School)

Non-Attendance

(For students that applied and were accepted, but never attended any courses)

Other type of Verification: