

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.

**If digitally signed, this form must be sent from your TWU e-mail in order to be processed.

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: