

OFFICE OF THE REGISTRAR RECORDS AND REGISTRATION Enrollment Verification Request

Revised August 2015

Enrollment verification serves as documentation that a student is currently enrolled and is frequently requested to provide verification for insurance, loan deferments, or other purposes.

First name:	Last:	
Email:		
Verification Purpose		
☐ Enrollment		
☐ Loan Deferment: Please check first with each loan servicer to ensure they do not have their own required paperwork vs. AOMA produced default letter.		
☐ Other:		
Verification Content		
Company/Attn:		
Account number/ID (if required):		
Letters produced will verify current enrollment (full/part time) and standing. If additional specifics are necessary (i.e. anticipated graduation date/date of completion), please list these below:		
Delivery options, please check appropriate box below:		
☐ Issue in official, sealed envelope for pick up		
☐ Email:		
☐ Fax:		
☐ Issue to the third party as listed below via USPS		
Name:		
Title/Attn:		
Street Address:		
City, State, Zip:		
I hereby grant permission for AOMA to release the information necessary for enrollment verification.		
Signature:		Date:
Request fulfilled by:		Date: