

CARLOW UNIVERSITY

VERIFICATION REQUEST FORM

Carlow ID Number

OR

Last 4 Digits of SSN

Verification Guidelines

1. The Registrar's Office can verify a student as enrolled for past and current terms. In addition, we can only verify that a student is pre-registered for future semesters.

2. Undergraduate students must be enrolled in 12 credits for full-time status. Graduate students must be enrolled in 6 credits for full-time status.

3. If you are enrolled in a course that has no credits associated with it, the Registrar's Office **cannot** verify full-time or part-time status.

Note: The Registrar's Office releases the full Social Security Number and Date of Birth as part of your printed enrollment verification.

Student Name

Last, First, Middle Initial

Former/Maiden Name (if applicable): _____

Present Street Address:

City, State, Zip:

Current Daytime Phone:

Verification Mailing Address: (if different than above)

City, State, Zip

OR

Fax Verification to:

I authorize Carlow University to provide this verification per the Verification Guidelines listed above.

Student Signature: _____

Date: _____

If you have any questions, please feel free to call our office at 412-578-6389.

Office of the Registrar, 3333 Fifth Ave, Pittsburgh, PA 15213 Fax: 412-578-6689 E-mail: registrar@carlow.edu

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