



Enrollment Verification Request

Students or their parents may submit requests for official verification of enrollment status. Enrollment in a given semester is verified only after the end of the Drop/Add Period.

Full Legal Name: _____

PHC ID: _____

Name while enrolled (if different): _____

Student Status: Current Former

Contact Email: _____

Contact Phone: _____

Unless otherwise specified, the enrollment verification will include the student's name, a history of enrollment by term (regularly the three most recent, including summer), credit hours enrolled, class level, and full/part-time status.

If this form is being submitted prior to the close of this term's Drop/Add period, please choose one of the following:

- Hold this request until the end of the Drop/Add period to process an **official** Enrollment Verification.
- Process this request now, providing only an **unofficial** verification of registration for the term.

Please provide additional instructions, if any: _____

Send to: _____

Send to: _____

Requested By (Please Print): _____

Requestor's Signature: _____ Date: _____