



OFFICE OF THE REGISTRAR

MARIST COLLEGE



REQUEST FOR VERIFICATION LETTER

Please note: Enrollment verifications will include major, credit hours, semester dates and expected graduation date. All verifications bear the raised college seal to confirm their authenticity. Because of this, letters cannot be faxed or emailed. If you require a transcript to be attached, please submit a separate transcript request form. If GPA is requested, an original ink signature is required. Please allow 24-48 hours for processing.

Verifications cannot be completed for future semesters until you are registered for that semester.

Student Name: _____ CWID # _____

Phone Number: (_____) _____ Number of copies needed: _____

Signature: _____ Date: _____

Type of Request:

Enrollment Verification (Please select ONE)	OR	Degree Verification (Please select ONE)
Current Semester		Graduation Date:
Current Academic Year		Expected Graduation Date:
Other (Explain below)		Include GPA? Yes No

Special Instructions: _____

Delivery Method: Please chose one.

Mail	OR	Student Pickup
Name: _____	OR	Phone Number: (_____) _____
Street Address: _____ _____		Email _____
City: _____		
State, Zip: _____		

Registrar's Office
Marist College
3399 North Road
Poughkeepsie, NY 12601