VERIFICATION OF ENROLLMENT

Office of Admission and the Registrar
102 Signers' Hall, PO Box 757495
(907) 474-7500 (Fax) 474-7097
registrar@uaf.edu

Free service for proof of enrollment is also available through the National Student Clearinghouse at UAOnline. The Clearinghouse Self-Service site provides access to enrollment verification, printed enrollment verification certificates, and official transcripts.

☐ **PRIORITY ENROLLMENT**
Priority enrollment indicates the student has registered for courses for the semester indicated, but enrollment does not become official until all fees are paid

☐ **OFFICIAL ENROLLMENT**
Official enrollment indicates the student has registered for classes and paid all fees for the semester indicated.

STUDENT UA ID#	STUDENT NAME (PRINT)	STUDENT PHONE
STUDENT SIGNATURE		**DATE**

PLEASE SEND VERIFICATION OF MY ENROLLMENT AT UAF DURING:
(Select only one semester per form or use comments box)

☐ **FALL 20____** ☐ **SPRING 20____** ☐ **SUMMER 20____**

☐ **FAX** ☐ **HOLD FOR PICK-UP**

FAX #:_____

OFFICE ONLY

SEND TO (*please print*)**:**

_____

_____

_____

STUDENT'S NAME AND ADDRESS *(please print}*:

_____

_____

_____

Comments/Special Instructions

PLEASE DO NOT WRITE BELOW THIS LINE

REGISTRAR'S OFFICE ONLY

I certify to the best of my knowledge that the student listed above (**is / was**) enrolled as a
☐ **full-time*** ☐ **half-time*** ☐ **part-time** * student at the University of Alaska Fairbanks during the academic period from __ __/ __ __/ __ __ __ __ to __ __/ __ __/ __ __ __ __.

***NOTE**: Full-time:12 undergraduate credits; 9 graduate credits; half-time: 6 credits; part-time: 5 and under credits*
Audited courses, credit-by-exam courses, Non-Credit and Continuing Education Units (CEU's) and 500-level (Professional) courses are not included in the computation of study load. It is the student's responsibility to notify the receiving agency of any changes to their study load after the verification of enrollment has been prepared.

Comments:

Please contact our office for any questions.

Mike Earnest, University Registrar
University of Alaska Fairbanks

DATE

UNIVERSITY SEAL

09/10