GRAMBLING STATE UNIVERISTY

**ENROLLMENT CERTIFICATION**

**REGISTRAR’S OFFICE**

**NAME**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**STUDENT ID**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MAILING ADDRESS**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**TELEPHONE NUMBER**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This request is for:**

\_\_\_\_ENROLLMENT CERTIFICATION: \_\_Fall \_\_Spring \_\_Summer I \_\_Summer II of 20\_\_\_\_

\_\_\_\_LETTER OF ACADEMIC STANDING (**will include academic standing after last attended semester**)

\_\_\_\_GRADUATION VERIFICATION (**will include earned degrees only**) \_\_Undergraduate \_\_Graduate \_\_Both

\_\_\_\_ENROLLMENT HISTORY (**will include all semesters attended**)

\_\_\_\_LETTER STATING YOU NEVER ENROLLED AT THE UNIVERSITY

**For enrollment certifications please check the information that you would like to appear on the form:**

\_\_Classification \_\_Major \_\_Cumulative GPA \_\_Total Earned Hours

\_\_Expected Graduation Date

**Delivery Method:**

\_\_\_Pick-up (**must present picture ID to receive it**)

\_\_\_Fax Attention\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PRINT, COMPLETE, SIGN**, and **SUBMIT** completed form to the Registrar’s Office in person **(Grambling Hall,** **Suite 18**), mail (**GSU Registrar’s Office, P.O. Box 589, Grambling, LA 71275**), or via fax (**318-274-2777**)

**For Staff Only:** Processed by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_