GRAMBLING STATE UNIVERSITY

ENROLLMENT CERTIFICATION

REGISTRAR’S OFFICE

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

This request is for:

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

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

\_\_\_\_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

Delivery Method: (PLEASE ALLOW 3-5 BUSINESS DAYS FOR PROCESSING)

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

\_\_\_ E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_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**), fax (**318-274-2777**), or by email **(pruittc@gram.edu)**

Processed by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_