

Student Status Letter Request Form

Last Name

First, Middle Name

Student ID

Program of Study

Address

Phone

Email

Primary Reason (s) for letter:

☐

Student Status Letter (DMV, Bank, Legal services, Embassy, etc.)

☐

Military Letter

Please process a status letter with the following information:

☐

I am a full-time student (12 credits for Graduate)

☐

I am a part-time student

☐

I am taking the final course(s) required for my degree and expect to graduate in (month & year)

☐

I am expecting to graduate from

program in (month & year)

☐

I have completed graduation requirements pending conferral.

☐

I graduated from

program

☐

This status request is for Request For Evidence (RFE). **You must attach a copy of your RFE together with this form**

☐

Other information you need included or specific requirements for processing:

Student's Signature

Date

Accounting Office Signature

Date

Processed By

Date