



University of Dallas  
Office of the Registrar

## Enrollment Certification Form Instructions

1. Fill in named and UD ID#
2. Fill in semester to be verified
  - a. Ex. – Fall 2017
3. Check appropriate boxes for the information you wish to be verified.
4. Sign and date
5. Fill in address to which form should be mailed, or write pick-up.
6. Submit completed form to the Registrar's Office. If you cannot bring the form to the office, you can mail, fax, or email. Please make sure entire form is complete before submitting.

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Office of the Registrar  
Cardinal Farrell Hall, Ste. 180  
1845 E. Northgate Dr.  
Irving, TX 75062  
P: 972-721-5221  
F: 972-721-5132  
Email: registrar@udallas.edu



### ENROLLMENT CERTIFICATION

Student Name \_\_\_\_\_ Student ID Number \_\_\_\_\_

(PLEASE PRINT) Last First Initial

Select the information to be verified from the items below:

Semester to be Verified: \_\_\_\_\_

- Enrollment Status
- Academic Standing
- Semester hours registered
- Other
- Degree Program
- Grade Point Average
- Anticipated degree date

I authorize the University of Dallas to release the information indicated above to the address listed below:

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

Send certification to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

.....  
To be completed by Registrar's Office

Degree enrollment beginning/ending dates: \_\_\_\_\_ to \_\_\_\_\_

Semester hours registered: \_\_\_\_\_  Full-time  Three Quarter-time  Half-time  Less than half-time

Degree program: \_\_\_\_\_ Graduation date \_\_\_\_\_

Grade point average: \_\_\_\_\_ on a 4.000 scale

Comments:

University Seal

\_\_\_\_\_  
Katherine A. McGraw  
University Registrar

\_\_\_\_\_  
Date