UNIVERSITY OF SOUTHERN NEVADA

ENROLLMENT/GRADUATION VERIFICATION FORM

- Complete this form to request an enrollment or graduation verification letter(s).
- Processing time is 3-4 business days.
- All information must be filled out in order for the request to be processed in a timely manner. If your form is illegible, your request may be delayed.
- If you have questions please call (702) 968-2029.

Date: _____

Program:	❒ Pharmacy	❒ MBA	❒ Nursing
	❒ Henderson ❒ South Jordan ❒ P1 ❒ P2 ❒ P3	❒ Weekday ❒ Weekend Year: _____	Class of: _____
Alumnus: (Indicate year)	_____	_____	_____

Type of Letter: ❒ Enrollment ❒ Graduation # of letters requested _____

If letter(s) is/are to be faxed please include the fax number in the 'mail to' area below.

Mail to: _____

_____

_____

_____

Mail to: _____

_____

_____

_____

❒ Additional addresses on back of form

❒ Will pickup when ready (you will receive an email confirmation)

PLEASE PRINT LEGIBLY

Student Name: _____

_____

Former Name(s): _____

_____

Address: _____

_____

Signature: _____

Student ID#: _____

Dates of Enrollment _____ to _____

Date of Birth: _____/_____/_____

Student Email: _____

Daytime Phone: _____

Cell Phone: _____

Work/Evening Phone: _____

Send Request to: University of Southern Nevada
Office of Registrar and Student Services (**Room #1107**)
Attn: Verification Letters
11 Sunset Way
Henderson, NV 89014

or fax to: (702) 968-1643

OFFICE USE ONLY

Date Received _____ Date Request Processed _____

❒ Check with Academic Affairs ❒ Emailed Student _____