



## Verification of Enrollment Form

Office of the Registrar  
 6725 Kester Ave., Van Nuys, CA. 91405-4523  
 Phone: (818) 785-2726  
 Fax: (818) 785-2191 attn. Jon Boyer, Associate Registrar

A verification of enrollment is written proof that you are or were an enrolled student at Casa Loma College. Verification is often requested for a job, loan or insurance.

***Requests cannot be accepted over the phone, email or by a third party.  
 Processing this information will take one to two business days.***

**INSTRUCTIONS:** Please print clearly the information listed below, including the name and address or fax number of the agency to which the verification is to be sent.

LAST NAME	FIRST NAME	MIDDLE	FORMER NAME
CURRENT ADDRESS	CITY, STATE	EMAIL	DAYTIME
STUDENT SIGNATURE	DATE	STUDENT ID #	

All standard enrollment verification forms issued by this office include the student’s current term enrollment status, expected graduation date for current program of study, terms attended, and any earned diplomas/degrees with graduation dates if applicable. If additional information is required, please specify below:

Verify enrollment for the following period:	
Expected graduation date	<input type="checkbox"/> yes
Enrollment Status (Full Time or Part Time)	<input type="checkbox"/> yes
Academic standing	<input type="checkbox"/> yes
Grade point average	<input type="checkbox"/> yes
Other—Please specify:	

**CHOOSE ALL THAT APPLY**

<b>Mail Verification to:</b>	<b>Fax Verification to:</b>	<b>Hold for Pick Up</b>
Name: _____ Address: _____ City/State: _____ Zip: _____	Fax #: _____	<input type="checkbox"/> Yes