



# ASBURY UNIVERSITY

OFFICE OF THE REGISTRAR

registrar@asbury.edu

## VERIFICATION OF ENROLLMENT

Unofficial transcripts are available on the Student Portal and may be used for verification purposes. <https://portal.asbury.edu>  
With the completion of this form, the Registrar's Office will issue an official document with the current term, student's name, enrolled credits, and optional GPA. Must be completed and turned in by the student. Processing time is 5-7 business days.

**Full Name [print]:** \_\_\_\_\_ **Include GPA:**  Yes  No

**Last 4 Digits of SSN:** \_\_\_\_\_ **Birth Date:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Program:**  Undergrad  APS  Graduate Studies **Number of Copies (Limit 2):** \_\_\_\_\_

**Permanent Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  Update Address

**Send Verification to:**  Permanent Address

CPO

Other:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### OFFICE USE ONLY

Completed Student Provided Documents

Institutional Letter Sent

Student Notified

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

Received
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