

THIS FORM IS NOT FOR BUSINESS - INSTITUTIONAL OR AGENCY USE

**REGISTRAR'S OFFICE STUDENT ACADEMIC VERIFICATION –CERTIFICATION REQUEST**

**Student Name with Signature is required on all certification requests** Only student/alumni may sign.

Instructions: Complete this request form for your personal academic certification needs.

Select certification information most appropriate – Only academic record information can be certified. NOTE: Only current and former students may submit this request for certifications.

<b>Name:</b>	
<b>ID:</b>	Campus PO Box (for Current Students):
<b>Date:</b>	<b>Email:</b>
<b>Signature:</b> Required	

- Select Academic Certification Content To Be Included In Box At Right
- ⑤ Printed Certifications Copy Limit Per Request
- You May Select Several Options That Apply To Your Certification Needs

**Indicate YOUR Delivery Options Below** – Students must bring valid photo ID to pick-up certifications. If you wish to designate someone else to be able to pick up your certification for you with their valid photo ID

PLEASE ENTER THE 1<sup>st</sup> & LAST NAME OF YOUR DESIGNEE HERE:

★ \_\_\_\_\_

Delivery Options: Indicate TOTAL # \_\_\_\_\_ of Official Certifications

Pick Up \_\_\_\_\_ # of copies

Mail \_\_\_\_\_ # of copies

Send to my GU PO Box # \_\_\_\_\_

FAX copy

**FAX #:**

FAX OPTION ONLY AVAILABLE FOR US DOMESTIC & CANADIAN PROVINCE

LOCATIONS

**ATTN/TO:** Give Name: \_\_\_\_\_

(Business/Company/Institution & Office) **GIVE** City/State \_\_\_\_\_

**Certification(s) Mailing Address:**

**ATTN/Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City** \_\_\_\_\_

**State /Province:** \_\_\_\_\_ **ZIP/Postal Code:** \_\_\_\_\_

If outside USA – **GIVE** the name of Country: \_\_\_\_\_

Allow 2-3\* business days for process time.

\*Beginnings & ends of semesters require 4-5 days

- Additional mailing addresses on the reverse  
\* Separate Records - Separate Certifications

Select Most Appropriate Academic Certification Options Below To Meet Your Needs.

- UG-Grad & ELI Academic Certification\*
- Professional Studies Enrollment Certification\*

- Current Enrollment
- Current Academic Year
- Enrollment History

- Career & Program
- A.D.G. (Anticipated Date of Graduation on Record)

- Certification of Gallaudet University Degrees Awarded

- Degree Pending Status Certification  
Limitations for Eligibility – Check with Certifying Official

- Academic 'Good Standing' – ONLY for UG students After Semester Grades Post

- OTHER NON-Gallaudet**

**Certification Form:**

The title of the form:

*Remember to give the mailing address and/or facsimile information on the left.*

**✓ NOTE:** Veterans Use VA Enrollment Certification Request Form Available At Registrar's Office.