



# Esperanza College of EASTERN UNIVERSITY

## Request for Enrollment Verification

This letter will serve as proof of the student's current enrollment. It will not serve as verification of certification, degree or academic status.

Student Name: \_\_\_\_\_

Student ID/SS#: \_\_\_\_\_

Please check what you are requesting (check each item):

- Standard Verification Letter
- CCIS Document Completed (please attach to this request)
- Attendance Records (please attach to this request)
- Other Documents (please attached to this request)

This request needs to be submitted to Brenda Diaz (Esperanza College's Registrar Coordinator) and it will be processed within 24 hours. The completed document will be put in a sealed envelope and made ready for pick up the following day.

Any questions or comments, please do not hesitate to contact me at 215-324-0746 ex. 415 or via email [bdiaz@esperanza.us](mailto:bdiaz@esperanza.us).