

REQUEST FOR FORM LETTER

Name

Student ID Number or Last 4 digits of SSN

Student Signature

Date

INSTRUCTIONS FOR THIS REQUEST

- Enrollment Verification
- Degree Verification
- Letter of Good Standing (Enrollment status and class year)
- Letter of Good Standing to Visit
- Letter of Good Standing to Transfer (\$5.00 fee, credit cards not accepted)
- Other: _____

- Will pick up Mail

SEND LETTER(S) TO: Please print full name and address. Use one form for each addressee.)

Name

Organization

Address

Unit/Apt.

City

State

Zip Code

- Please allow 2 to 3 days for processing.
- Letters will not be issued for anyone whose financial obligations to CWSL have not been met.

Office Use Only:

Amount Paid: _____

Received By: _____

Processed By: _____

Date: _____