



San Joaquin Delta College
Admission & Records Office, DeRicco Bldg, Lobby

VERIFICATION OF ENROLLMENT INFORMATION

Verifications of Enrollment are provided as follows:

_____ **Mailed** – if you provide a self-addressed, stamped envelope with your request

_____ **Picked Up** – between 5-10 business days after the date submitted. Identification will be required. If not picked up within 30 days, verification will be destroyed and a new request must be submitted.

All students will be notified through your Delta student email account. Please check your email for status of your verification.

Verifications will be processed at the end of the “Late Registration and Adjustment Period.” (Refer to the Registration Calendar at www.deltacollege.edu for specific dates. **Please note: This does not apply to Loan Deferments.**

SEMESTER/YEAR REQUESTED: FALL _____ SPRING _____ SUMMER _____ YEAR _____

PURPOSE OF REQUEST: MEDICAL/DENTAL INSURANCE _____ LOAN DEFERMENT _____ SCHOLARSHIP _____

CHILDCARE _____ GOOD STDT INSURANCE _____ NON-ENROLLMENT _____ ACCEPTANCE LTR _____ OTHER _____

PRINT INFORMATION CLEARLY:

DELTA ID #: _____

STUDENT’S NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

SIGNATURE: _____ **DATE:** _____

MAIL TO: (IF DIFFERENT THAN ABOVE ADDRESS)

<u>FOR OFFICE USE ONLY:</u>
FEE(S) COLLECTED: \$ _____
RECEIVED BY: _____
DATE: _____

AUTHORIZE SOMEONE OTHER THAN STUDENT TO PICK UP:

I authorize _____ to pick up my verification of enrollment on my behalf. I am aware that the Admissions Office will request photo id from the person indicated before my verification of enrollment will be released.

SIGNATURE: _____ **DATE:** _____