

Verification of Enrollment Request Form

Note: Enrollment verification can be obtained by logging in to your MIX account and going to the National Student Clearinghouse web site located under the Student Records link: www.mix.wvu.edu. If unable to do so, please print out this form, complete it and mail/FAX to:

Attn: Registration Unit
West Virginia University
Office of the University Registrar
P.O. Box 6009
Morgantown, WV 26506-6009
FAX Number: 304-293-3080

Today's Date: _____

Name: _____

Student ID Number: _____

Semester to be verified: _____

Expected Date of Graduation: _____

Check one: Mail FAX

Please mail/FAX my verification letter to the following:

Number of Copies _____

Number of Copies _____

For Insurance Requests please provide the following information:

Policyholder Name: _____

Group or Policy Number: _____

NOTE: Please allow 2-3 business days for processing. It may take longer during peak registration times.