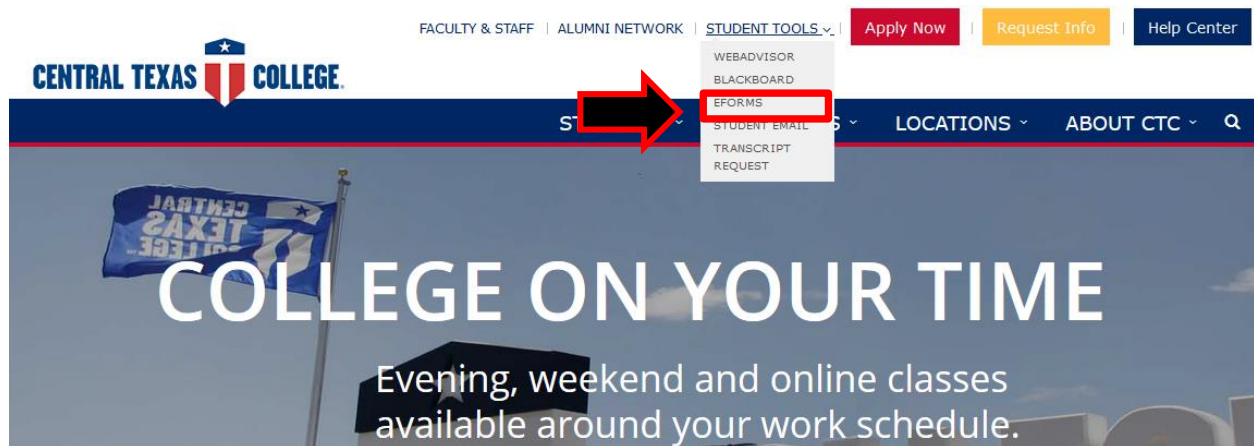# Request for Enrollment Verification
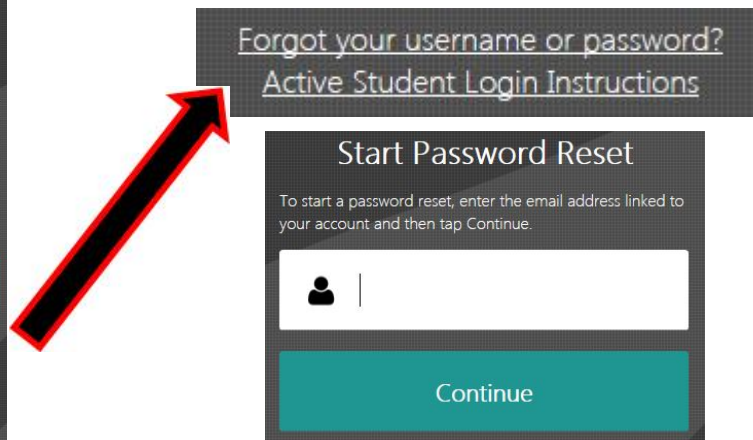
Choose "EFORMS" from the "Student Tools" drop down on www.ctcd.edu

Log in.
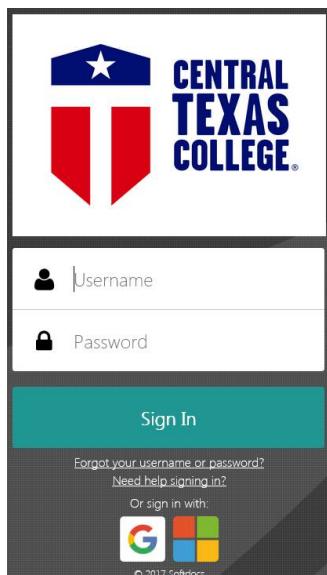
Select "Request for Enrollment Verification" under ST Records and Registration.
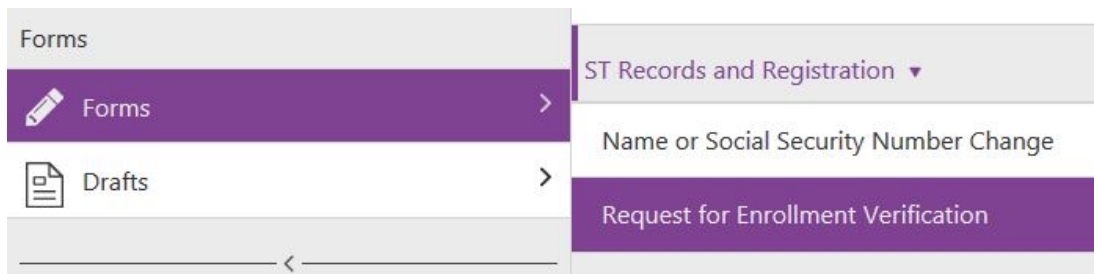
You must be/have been registered for the semester you are requesting to be verified.

Input a Purpose of Verification as well as additional information to be included in the verification letter. Please be specific if you choose "Other".
Example: Letter of Non-Enrollment

Purpose of Verification
⚪ Military Identification   ⚪ Insurance Purposes

Other

_____

Additional information to be included in verification letter:
☐ Freshman/Sophomore Status   ☐ GPA

Other

_____

Choose one.

How would you like to receive this letter?

⚪ Pick Up

⚪ Mail To

_____

⚪ Email To

_____

⚪ Fax To

_____

Pick the destination, Central Records-Reg and click "Submit".

Comments

_____

Destination

Central Records-Reg ▾

✓ Submit	📎 Attachments	⬇ Download	🖨 Print

Please allow 48 hours for all requests. During registration please allow 72 hours.