

ENROLLMENT VERIFICATION REQUEST

**CAROLINA UNIVERSITY OF THEOLOGY
RECORDS OFFICE**

14654 Joplin Road, Manassas, VA 20112

Phone: 703-791-3499, ext. 215

Fax: 703-791-8263

Student Name _____ Date: _____

SSN _____ - _____ - _____ Student ID# _____

Send Verification To: _____ Fax Number: _____

Mailing Address: _____

City

State

Zip

Signature

Date

If you are requesting enrollment verification for an upcoming semester, please be aware that the Records Office will not be able to process your request until the day after the official census date for that semester. Please see the Academic Calendar for census date information. If you are enrolled in the Online or Distance Learning Program, you must be current with all assignments in order to be given enrollment verification.