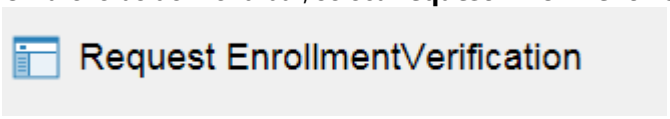
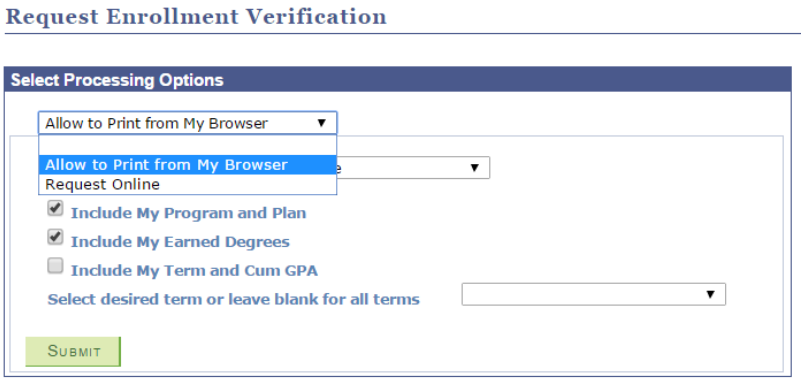
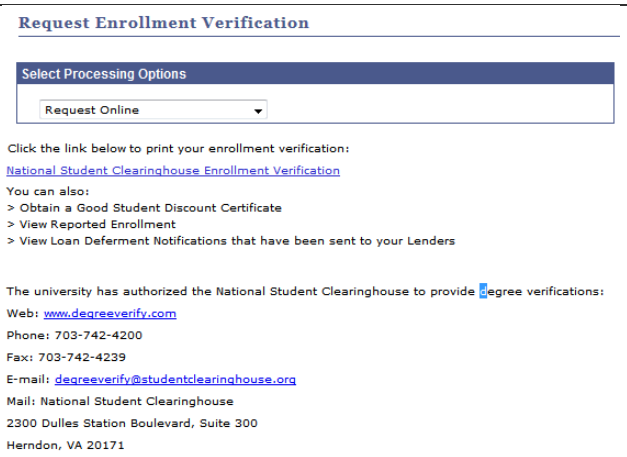
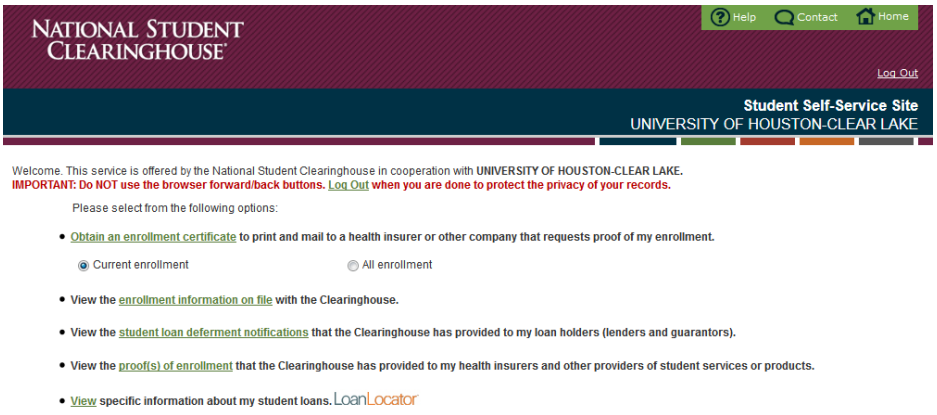
Request Enrollment Verification

Steps	Descriptions
1.	Access the UHCL E-Services page at www.uhcl.edu/eservices. Enter your UHCL network ID and password or your 7 digit ID and password.
2.	Click on the **Academic Records** tile
3.	On the left side menu bar, select **Request Enrollment Verification** 
4.	Under **Select Processing Options** select from the following:  • **Allow to Print from My Browser:** This option allows you to print an ***Unofficial*** copy of your enrollment verification. If you select this option, click **Submit** to view the verification and print from the browser. • **Request Online:** This option will direct you to a link to the **National Student Clearinghouse** to print an official verification. Click on the **National Student Clearinghouse** link.



To print an official copy select either **Current enrollment** or **All enrollment** then click **Obtain an enrollment certificate.**



5. Click on or

to return to the Home Page.