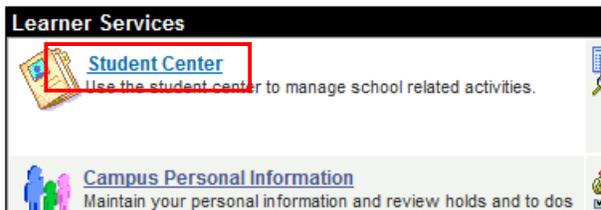
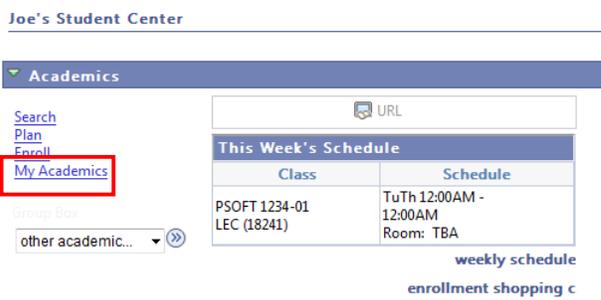
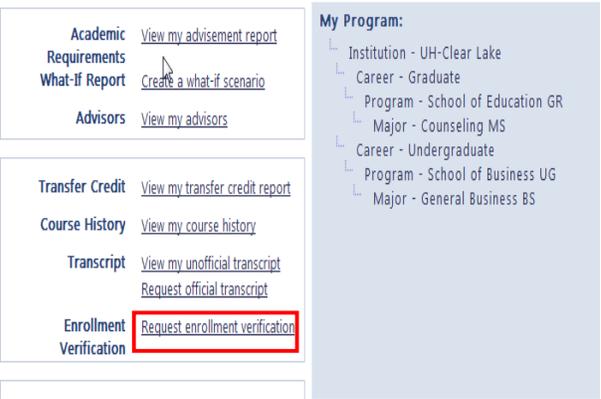
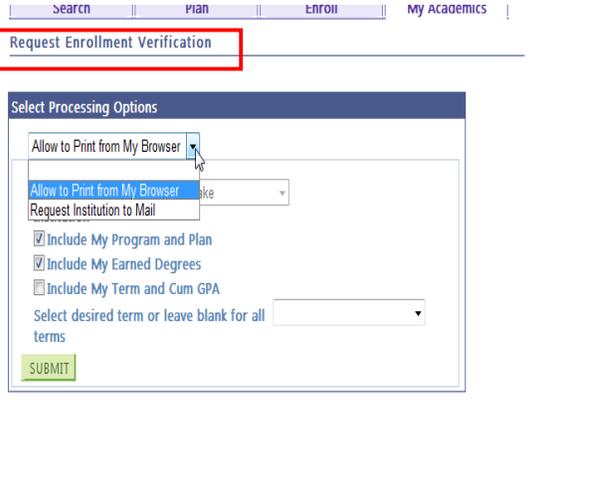


## Requesting an Enrollment Verification

After logging into E-Services, you can use the Student Center to request an enrollment verification.

Steps	Illustrations				
<p>1. Under the <b>Learner Services</b> section, Click on <b>Student Center</b></p>	 <p>The screenshot shows the 'Learner Services' header with a 'Student Center' link highlighted in a red box. Below it is a 'Campus Personal Information' section.</p>				
<p>2. Under the <b>Academics</b> section, click on the <b>My Academics</b> link.</p>	 <p>The screenshot shows 'Joe's Student Center' with the 'Academics' section expanded. The 'My Academics' link is highlighted in a red box. A 'This Week's Schedule' table is visible below.</p> <table border="1" data-bbox="1047 840 1409 949"> <thead> <tr> <th>Class</th> <th>Schedule</th> </tr> </thead> <tbody> <tr> <td>PSOFT 1234-01 LEC (18241)</td> <td>TuTh 12:00AM - 12:00AM Room: TBA</td> </tr> </tbody> </table>	Class	Schedule	PSOFT 1234-01 LEC (18241)	TuTh 12:00AM - 12:00AM Room: TBA
Class	Schedule				
PSOFT 1234-01 LEC (18241)	TuTh 12:00AM - 12:00AM Room: TBA				
<p>3. Click on <b>Request Enrollment Verification</b> link</p>	 <p>The screenshot shows various links under 'Academic Requirements', 'Advisors', 'Transfer Credit', 'Course History', 'Transcript', and 'Enrollment Verification'. The 'Request enrollment verification' link is highlighted in a red box. A 'My Program' tree is visible on the right.</p>				
<p>4. Under <b>Select Processing Options</b> select from the following: <b>Allow to Print from My Browser:</b> This option allows you to print an <i>Unofficial</i> copy of your enrollment verification. If you select this option, click <b>Submit</b> to view the verification and print from the browser. <b>Request Institution to Mail:</b> This option will direct you to a link to the <b>National Student Clearinghouse</b> to submit a request for an official enrollment verification.</p>	 <p>The screenshot shows the 'Request Enrollment Verification' link highlighted in a red box. Below it is the 'Select Processing Options' dialog box. The 'Allow to Print from My Browser' option is selected and highlighted in a red box. Other options include 'Request Institution to Mail', 'Include My Program and Plan', 'Include My Earned Degrees', and 'Include My Term and Cum GPA'. A 'SUBMIT' button is at the bottom.</p>				