

Complete all items. Please PRINT legibly See reverse side for important information/instructions.

Name OR
Last First MI MyWSU ID Social Security Number

Address
Number and Street City State Zip

Email Address Contact Phone

Other Name used on records (ex: maiden name) Date of Birth

Semester and Year requested Graduate Student Undergraduate Student

This is the only certification requested for the above listed semester Yes No

Check Scholarship Type:

SACM|Saudi Arabian Cultural Mission Kuwait Other (Name)

i Indicate what information needs to be verified:

Change of Major Extension/Modification Online/Hybrid Classes Course & Term

Other (list)

Mail Certification(s) to:

Recipient/Institution :

Address

City State Zip

*Student is responsible for correct address. A certification will be mailed to the address indicated.
However, if it does not reach its destination, a replacement certification is not free*

Student's Signature Date

All requests mailed or emailed must include a copy of a government-issued photo ID.

Costs

Certification (BRTN) \$12.00 \$

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Certification Ordering

The Office of the Registrar can certify enrollment, registration status and academic standing for current students. We can also process deferments for school loans.

SACM or Kuwait requests are generally completed within 7 business days but may take longer depending on the nature of the request (course descriptions, notarization, etc.). Requests may also take longer during especially busy times of the year such as the end of the semester and the period following spring commencement.

A readable copy of the student's government-issued photo identification such as WSU ID, driver's license or passport must