



**WILMINGTON
COLLEGE**

**Office of the Registrar
320 DuPont Highway
New Castle, DE 19720
302-328-6188 / FAX: 302-328-8907**

Enrollment Verification Form

To process verification, the Registrar's Office requests the following information:

Name _____

Student ID _____

Phone # _____

Please check the box that applies to you:

	I need a letter verifying that I am enrolled full-time or number of credits for the current semester.
	I need a letter verifying a past semester of attendance. Indicate the semester:
	Other:

Check delivery option:

	To pick up in person: STUDENT PHOTO ID REQUIRED	Phone # if different than above:
	Fax letter to:	Fax #:
	Mail letter to:	Address:

Signature _____ Date _____

The Registrar's Office requires 2 to 3 business days to process.