



Attn: Law School students – Do not use this form. Contact the Law School Registrar at 415-442-6620 or lawreg@ggu.edu.

ENROLLMENT, DEGREE & GPA VERIFICATION REQUEST

If you require written proof of your Golden Gate University enrollment or degree, please fill out this form and submit it to:
Office of Records and Registration, 536 Mission St., San Francisco, CA 94105-2968 or fax it to (415) 442-7223

This form requires three to five working days to process. Please also allow time for regular mail delivery.

Processed form is to be mailed to: *(Please print legibly.)*

OR Form will be picked up:

Contact phone number _____
E-mail address: _____

GGU Student ID or

Social Security Number: _____ Mr. Ms. _____
(Check one.) last name first name middle name or initial

I request that the Office of Records and Registration: *(Check all that apply.)*

- verify all of my enrollment dates **OR** give an estimated graduation date
- verify only my current enrollment verify my cumulative grade-point average
- verify the degree and/or certificate I earned verify my academic standing

Academic Level: Undergraduate Graduate Doctoral *(Check one.)*

Signature of Student: _____ Date: _____

GOLDEN GATE UNIVERSITY WILL FILL IN THIS SECTION

| STATUS CLASSIFICATIONS | Less Than Half-Time | Half-Time | Three-Quarter Time | Full-Time | Maximum |
|------------------------|---------------------|-----------|--------------------|------------|---------|
| Undergraduate | 5 or less | 6 – 8 | 9 – 11 | 12 or more | 17 |
| Graduate | 3 or less | 4 – 5 | 6 – 7 | 8 or more | 14 |
| Doctoral | 2 or less | 3 – 6 | N/A | 7 or more | 8 |

PREVIOUS ENROLLMENT

_____ to _____ Less Than Half-Time Half-Time Three-Quarter-Time Full-Time

_____ to _____ Less Than Half-Time Half-Time Three-Quarter-Time Full-Time

_____ to _____ Less Than Half-Time Half-Time Three-Quarter-Time Full-Time

_____ to _____ Less Than Half-Time Half-Time Three-Quarter-Time Full-Time

DEGREE EARNED: _____ IN _____ DATE AWARDED: _____

CERTIFICATE EARNED IN: _____ DATE AWARDED: _____

CURRENT ENROLLMENT

_____ to _____ Less Than Half-Time Half-Time Three-Quarter-Time Full-Time

ACADEMIC PROGRAM: _____ ANTICIPATED GRADUATION DATE: _____

CUMULATIVE GPA: _____ (4.00 MAXIMUM) ACADEMIC STANDING: Good Probation Disqualified

VALID ONLY WITH REGISTRAR'S SIGNATURE AND UNIVERSITY SEAL