

STUDENT STATUS LETTER REQUEST

Requests are processed on a first-come, first-served basis and require a minimum of three (3) business days to be completed. *Note: Official transcripts should be ordered through the main campus Registrar's office.*

Student's Name: _____

UID: _____

Email Address: _____

I would like to request the following:

- A letter certifying my enrollment and academic standing.
- A form that I have supplied completed. *Attach form to this request.*
- A letter certifying graduation from the Law School. Include Rank? Yes No

Address the letter to [person] or To Whom It May Concern: _____

Please check one method of delivery:

- Please hold my completed request and email me when it is ready for pick-up.
- Please pdf the document and email to _____ at: _____
person's name email address
- Please address and USPS mail to: _____

- See other addresses on back of this sheet.

Student Signature: _____ **Date:** _____

