

Name: \_\_\_\_\_ Date: \_\_\_\_\_ UTC ID: \_\_\_\_\_

**Enrollment Verification Form**  
UTC Records Office, 109 Race Hall  
615 McCallie Avenue, Dept. 5155  
Chattanooga, TN 37403  
Ph: (423) 425-4416 Fax: (423) 425-2172

**Directions:** Please complete only the **TOP** portion of this form.

SSN: \_\_\_\_\_ Student's Signature: \_\_\_\_\_

Verify Enrollment for: Spring \_\_\_ Summer \_\_\_ Fall \_\_\_ Expected Graduation Date: \_\_\_\_\_

Delivery Method (Circle One): Mail (include address below) Fax (include number below) Student Pick Up

Send Verification To: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
CITY STATE ZIP CODE

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**ENROLLMENT VERIFICATION/LOAN DEFERMENT**

<i>UTC uses the following criteria for determining the Enrollment Status of students: Fall, Spring, or Summer Semesters</i>		
<b>Enrollment Status</b>	<b>Undergraduate Enrollment</b>	<b>Graduate Enrollment</b>
Full-Time	12 Credit Hours minimum	9 Credit Hours minimum
Half-Time	6-11 Credit Hours	6-8 Credit Hours
Less than Half-Time	5 Credit Hours or less	5 Credit Hours or less

**As of today's date**, this student is currently enrolled for the \_\_\_\_\_ semester as a \_\_\_\_\_ student. The term began on \_\_\_\_\_ and ends on \_\_\_\_\_.

**As of today's date**, this student is pre-registered for the \_\_\_\_\_ semester with \_\_\_\_\_ status.

The term begins on \_\_\_\_\_ and ends on \_\_\_\_\_.

\_\_\_\_\_  
Authorized Registrar's Office Signature Title Date