

SWARTHMORE COLLEGE

Office of the Registrar

500 College Ave

Swarthmore, PA 19081

Fax: 610-957-6100

Email: registrar@swarthmore.edu

**ENROLLMENT CERTIFICATION LETTER REQUEST**

Current enrollment certification is also available through the Clearinghouse by logging into mySwarthmore, clicking on Student Main Menu, then National Student Clearinghouse. Follow instructions there for an immediate Enrollment Certification.

DATE \_\_\_\_\_

|                     |    |               |           |
|---------------------|----|---------------|-----------|
| NAME – PLEASE PRINT | ID | DATE-OF-BIRTH | GRAD YEAR |
|---------------------|----|---------------|-----------|

TYPE OF LETTER REQUESTED:

- FULL TIME ENROLLMENT
- INTERNSHIP
- JURY DUTY
- RESIDENCY
- OTHER specify \_\_\_\_\_

PLEASE DO THE FOLLOWING WITH MY LETTER:

- Hold for my pick-up.
- Send to me through campus mail.
- Fax to: # \_\_\_\_\_ Attention \_\_\_\_\_

Mail to recipient and address below:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_