

# Proof of Enrollment Form

(please type the required information and **PRINT** this form)

Upon completion of this form, return it to the Records Office suite 103. Please be sure to attach the proof of enrollment from the transferring institution when submitting this form. The proof must include your name, the course name and number and the institution's name.

**Name:** (last, first, middle): \_\_\_\_\_

**UIN:** \_\_\_\_\_ **Degree:** \_\_\_\_\_ **Major:** \_\_\_\_\_

**Transfer or Cross-Registration Institution:** \_\_\_\_\_

**Course Number(s):** \_\_\_\_\_

**Please read each statement below BEFORE signing:**

- I understand that I must meet the requirements of Student Rule 14.2 in order not to have my graduation application cancelled.
- I understand that by accepting proof of enrollment, the Records office is not approving the course(s) listed above to be used toward degree requirements. I understand that I must speak with my academic advisor to ensure these courses will count toward degree requirements.
- I understand that transfer course equivalencies are subject to change.
- I understand that I must submit proof that I am enrolled in the courses listed above by the Q-drop deadline. I understand that I may not meet the requirements of Student Rule 14.2 if I do not submit proof.
- I understand that I must submit a final transcript for all courses taken at other institutions, and I understand that these courses must be on my academic record by the deadline stipulated in Student Rule 14.5.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_