



CERRITOS COLLEGE

Verification Form

FOR OFFICE USE ONLY	
\$2.00 X _____	Copies = _____
Rush- 24 Hours	
\$ 7.00 X _____	Copies= _____
Date: _____	Initials _____

Indicate Semester: _____ Fall _____ Spring _____ Summer Year: _____

Important reminder: Prior to processing verifications, please clear any holds or pay any outstanding fees.

I hereby authorize the officials of Cerritos College to transmit information regarding my academic progress and other data requested by the agency, company, or person indicated below.

Name: _____ Date: _____
Please print clearly

Student No. _____ DOB: _____ Phone : _____

Address: _____
No. and Street Name City State Zip Code

Information to be verified (Check all that Apply)

- | | |
|--|---|
| <input type="checkbox"/> Enrollment Status (Full-time, Part-Time) | <input type="checkbox"/> Cumulative Grade Point Average |
| <input type="checkbox"/> Verification of Major of Study | <input type="checkbox"/> Units Completed |
| <input type="checkbox"/> Verification of degree issued | <input type="checkbox"/> Loan Deferment |

Other information to be verified: _____

Note: Admissions and Records does not have the capability to verify the following:

- > Cal works /Gain programs-Please see Career Services
- > Official document will be destroyed at the end of the term if not picked up.
- > GPA for Cal Grant A or B Consortium Agreements- Please see the financial Aid Office

Verification will be: (Check one)

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Rush (Allow 24hrs for processing) | <input type="checkbox"/> Pick up | <input type="checkbox"/> Mail to student | <input type="checkbox"/> Mail to Third party |
| <input type="checkbox"/> Regular Service (Allow 10 working days for processing) | <input type="checkbox"/> Mail to Student | <input type="checkbox"/> Mail to Third Party | |

Mailing Information:

Third Party Name: _____ Dept: _____

Attention : _____

Address: _____
Number and Street City State zip code

We cannot release your records to a third party without expressed written consent. If you want a third party to pick up your Verification, please submit a consent form. The consent form may be found on our webpage at the following link: http://cms.cerritos.edu/uploads/AdmissionsandRecords/pdf/Consent_Form.pdf

STUDENT'S SIGNATURE: _____ Date: _____

***** STAFF USE ONLY *****

Mailed out ____ / ____ / ____ Staff Initials: _____