



**NYU**

Office of  
the Registrar

# ENROLLMENT/DEGREE CERTIFICATION REQUEST FORM

**Email completed and signed form to [certifications@nyu.edu](mailto:certifications@nyu.edu).**  
or fax: 212.995.4154, or mail: Office of the Registrar, PO Box 910, New York, NY 10276  
Forms without signatures will not be processed.

## STUDENT INFORMATION

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<b>Last/Family Name</b>	<b>First Name</b>	<b>Middle Name</b>

**Name(s) at time of attendance**

<b>NetID or Email</b>	<b>Campus ID number</b>	<b>Date of birth</b>

## NYU SCHOOL(S) ATTENDED

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**School, years attended and degree**

## PROCESSING REQUESTS

<b>Number of copies:</b> _____	<b>Include GPA:</b>	<b>No</b>	<b>Yes</b>	
<b>Expedite/FedEx:</b>	<b>No</b>	<b>Yes</b>	<b>Indicate Good Standing:</b>	
			<b>No</b>	<b>Yes</b>

*If yes, you must include a FedEx shipping label with your form.  
[https://www.fedex.com/lite/lite-ship.html?locale=en\\_us#address](https://www.fedex.com/lite/lite-ship.html?locale=en_us#address)*

## DELIVERY INFORMATION

**Mailing address (note: verifications will not be emailed or faxed to recipient):**

## STUDENT SIGNATURE to authorize release of enrollment/degree verification

**X** \_\_\_\_\_ **Date of request** \_\_\_\_\_

## FOR OFFICE USE ONLY

<b>Processed by</b>	<b>Date</b>	<b>Ticket #</b>