## Getting an Enrollment Verification

If you have any questions about this process, please call the Office of the Registrar at (715) 346-4301.

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1) From your homepage, select the "Academic Record" tile.

2) On the left side of the page, there will be a sidebar with several options. Select "Enrollment Verification".

3) Click on the "Enrollment Verification" button. This will take you to another website where you can get your verification.

4) Select the bubble next to the type of enrollment verification you'd like, indicated in the red box. After making your selection, click"Obtain enrollment certificate"(indicated by the red arrow). Your enrollment verification will be a downloadable PDF.

If you need an official document that verifies your current enrollment at UWSP, you may obtain an enrollment certificate at no cost. Your fullspring semesters, full time for undergraduates is 12 credits, 6-8 is half time. For graduate students, 9 credits is full time, and 5-8 is half time

You are about to leave the UWSP website. Click Enrollment Verification to proceed to the National Clearinghouse Student Self-Service Site

## Enrollment Verification

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		Student Self-Service Si UNIVERSITY OF WISCONSIN - STEVENS POIN
mportant Information : Please be a o the Coronavirus. Please check the so	dvised there may be delays or disruption: hool's website for closure information.	s in processing transcript requests by institutions closed due
come. This service is offered by the National Stuc ORTANT: Do NOT use the browser forward/ba	lent Clearinghouse in cooperation with UNIVERSITY ck buttons. Log Out when you are done to protec	OF WISCONSIN - STEVENS POINT. t the privacy of your records.
Please select from the following options:		
Obtain an enrollment certificate to pri	nt and mail to a health insurer or other company	that requests proof of my enrollment.
Current enrollment	<ul> <li>All enrollment</li> </ul>	Advanced registration
View the enrollment information on fi	le with the Clearinghouse.	
- May the student lean deferment noti	Eastions that the Clearinghouse has provided to a	nu lean holders (landers and succenters)
View the <u>student toan determent noting</u>	trations that the cleaninghouse has provided to i	ny ioan noiders (ienders and guarantors).
<ul> <li>View the proof(s) of enrollment that the second seco</li></ul>	e Clearinghouse has provided to my health insu	rers and other providers of student services or products.
Order a transcript		
<ul> <li>View the <u>status</u> of your transcript ord</li> </ul>	er	

## <u>Note</u>

"Current enrollment" will show the start/end dates and your status (full or part time) for the most recent semester you're enrolled in. "All enrollment" will show the start/end dates and your status (full or part time) for all semesters you've been enrolled in. "Advanced registration" will show the start/end dates and your status (full or part time) for future semesters. Advanced registration should also be used to view your enrollment status of the current term through the approximately the first two weeks of the current semester.