



San Joaquin Delta College Admission & Records Office

VERIFICATION OF ENROLLMENT INFORMATION

Service	Process Time	Fee
Online	Immediately -NO waiting! Log into MyDelta under academic record tab and select Enrollment Verification	\$0.00
Email/Regular postal mail	Processes within 3-5 business days after receipt and emailed to the email address provided by the student. Require a copy of student's valid Photo ID (State ID or Driver's License)	\$0.00

Pursuant to CA Education Code Section 76223, "that no charge shall be made for furnishing up to two verifications of various records of students ..." Therefore, students are entitled to receive two free Verification of Enrollment.

All students will be notified through your Delta student email account. Please check your email for status of your verification.

SEMESTER/YEAR REQUESTED:

- FALL
- SPRING
- SUMMER
- Year _____

PURPOSE OF REQUEST:

- CHILDCARE
- GOOD STUDENT INSURANCE
- MEDICAL/DENTAL INSURANCE
- SCHOLARSHIP
- ACCEPTANCE LETTER
- NON-ENROLLMENT: FOR ***CURRENT TERM ONLY*** OR
- NON-ENROLLMENT: ***NO*** STUDENT RECORDS AT DELTA COLLEGE
- OTHER _____

PRINT INFORMATION CLEARLY:

DELTA ID:

STUDENT NAME:

ADDRESS:

CITY

STATE:

ZIP

CONTACT PHONE #:

SIGNATURE:

DATE:

MAIL TO: (IF DIFFERENT THAN ABOVE ADDRESS)

FOR OFFICE USE ONLY:

FEE(S) COLLECTED: \$ _____

SELECT METHOD: Email Postal Mail

PROCESSED BY: _____ DATE: _____

Submit your completed form and a copy of your valid picture ID by email: ar-transcripts@deltacollege.edu