



**Student Section:**

I, (please print name), \_\_\_\_\_ request that the following information from my academic file be released by the Office of the LAPU Registrar.

Term and Year for Verification (choose 1):    Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Contact Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Student I.D. Number: \_\_\_\_\_

Note: I understand that my verification will include a partial Social Security number in order to provide positive identification.

Release GPA?    Yes    No

Mail to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fax to: ( \_\_\_\_\_ ) \_\_\_\_\_    Attn: \_\_\_\_\_

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

**Registrar Verification Section: (To be completed by the Office of the LAPU Registrar.)**

Date: \_\_\_\_\_

To Whom It May Concern:

This letter is to certify that (student name) \_\_\_\_\_ with Social Security number (SSN) ending in \_\_\_\_\_ is a \_\_\_\_\_ time student at Los Angeles Pacific University and is registered for \_\_\_\_\_ units for the \_\_\_\_\_ semester beginning \_\_\_\_/\_\_\_\_/\_\_\_\_ and ending \_\_\_\_/\_\_\_\_/\_\_\_\_. The student's cumulative GPA is \_\_\_\_\_.

Sincerely,

***Unofficial Without Signature***