

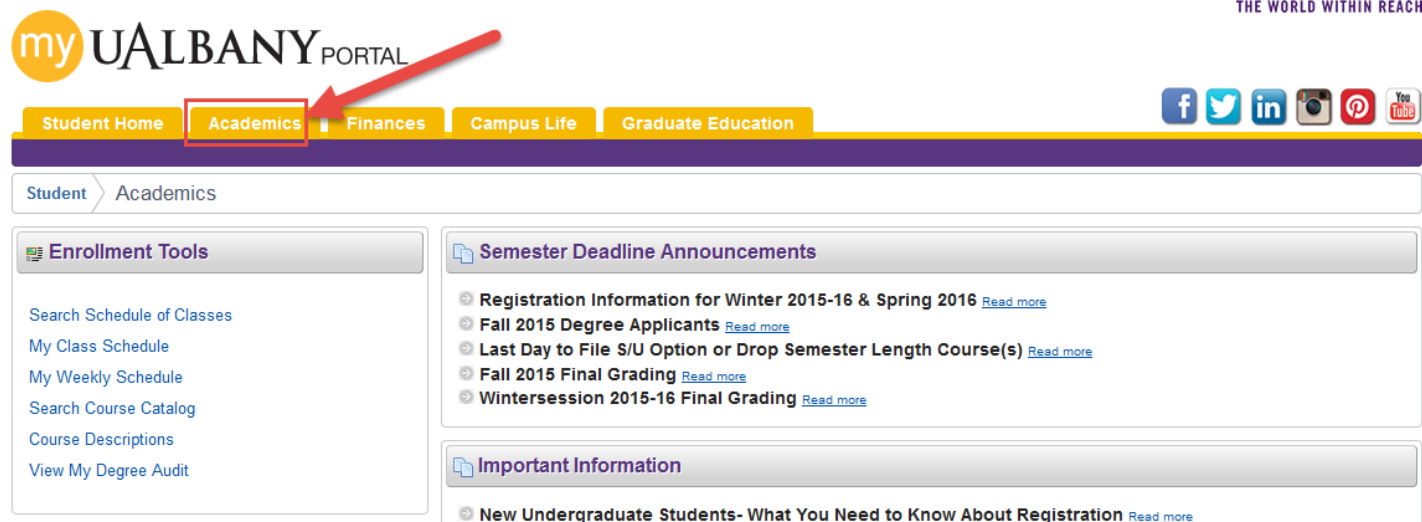
Request for Enrollment Verification Services- MyUAlbany

Please note: You can print a **free** official enrollment verification certificate (provided by the National Student Loan Clearinghouse on behalf of the University at Albany) if you login to MyUAlbany. Select the “Academics” link, and choose the “To access your Enrollment Verification, Good Student Discount Certificate, and Loan Deferment Information click here” link under Enrollment Verification.

If the free official enrollment verification certificate (provided by the National Student Loan Clearinghouse on behalf of the University at Albany) will not suffice, please proceed as noted below.

Follow these instructions to Request Enrollment Verification Services in order for us to fill out a third party enrollment verification form or to receive an enrollment verification letter on Letterhead with Official University Seal.

1. Login to MyUAlbany
2. Click the “Academics” link



my UALBANY PORTAL

THE WORLD WITHIN REACH

Student Home Academics Finances Campus Life Graduate Education

Student > Academics

Enrollment Tools

- Search Schedule of Classes
- My Class Schedule
- My Weekly Schedule
- Search Course Catalog
- Course Descriptions
- View My Degree Audit

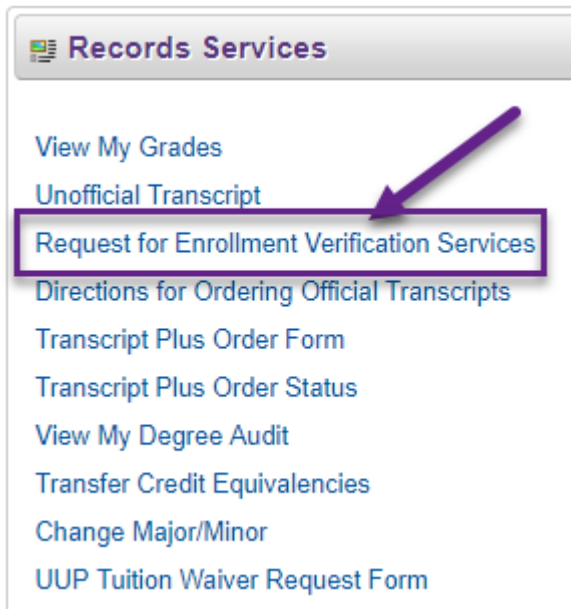
Semester Deadline Announcements

- Registration Information for Winter 2015-16 & Spring 2016 [Read more](#)
- Fall 2015 Degree Applicants [Read more](#)
- Last Day to File S/U Option or Drop Semester Length Course(s) [Read more](#)
- Fall 2015 Final Grading [Read more](#)
- Wintersession 2015-16 Final Grading [Read more](#)

Important Information

- New Undergraduate Students- What You Need to Know About Registration [Read more](#)

3. Under Records Services click the “Request for Enrollment Verification Request Services” link.



4. Login with your NetID and Password, which you use to log into your MyUAlbany.
5. Complete and submit the Request for Enrollment Verification Services Form.
6. Wait for payment instructions, which will be e-mailed to you by the Registrar’s Office.