



Orange Coast College
 2701 Fairview Road, P.O. Box 5005
 Costa Mesa, CA 92628-5005
 Student Records Office
 (714) 432-5072
 www.orangecoastcollege.edu

STUDENT VERIFICATION REQUEST

STUDENT INFORMATION

Last Name	First Name	SSN/Student ID Number	Today's Date
Street Address		Phone Number	Date of Birth
City	State	Zip Code	Email Address

Options (select one):

Verify one semester:

Which semester: _____ Include (optional): number of units/status fees GPA

Verify multiple semesters:

Which semesters: _____

Include (optional): number of units/status fees Cumulative GPA

Verify non-enrollment

Complete attached form

Verify Other Information (please specify): _____

The first two requests for transcripts and/or verifications are free of charge. A \$5.00 processing fee is charged for each additional transaction. Rush fees are \$5 and are charged to every rush order. Verifications can also be requested through our online service.

Regular processing (3-5 business days):

Send to: My address above My email above Third-Party (Address/Email below)

Rush processing (additional fee will apply; 2 business days):

Send to: My address above My email above Third-Party (Address/Email below)

Office Use Only	Date:	By:	Paid:
-----------------	-------	-----	-------