



**SGSC**  
 South Georgia State College

**Office of the Registrar**  
 100 West College Park Drive • Douglas, Georgia 31533  
 912-260-4200 • 912-260-4455 (fax)  
 email: registrar@sgsc.edu  
 Engram Hall

## Enrollment Verification Request

Last Name	First Name	MI
Student ID Number	(      )	Contact Number

**Please allow 24 hours for processing.**

\_\_\_\_\_ I will pick up the verification letter.

\_\_\_\_\_ Please fax verification to the following fax number: \_\_\_\_\_

\_\_\_\_\_ Please email verification to the following email: \_\_\_\_\_

\_\_\_\_\_ Please mail verification letter to the address listed below:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Student's Signature	Date
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**FOR OFFICE USE ONLY:**

Date Processed: _____	Initials: _____
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