

# Enrollment/Non-Enrollment Verification Request

- ◆ Complete the information requested below.
- ◆ A separate form is required for each recipient.
- ◆ Verifications will be processed by the Office of the Registrar within two (2) to three (3) business days. During "Peak Periods," processing time may be extended to five (5) business days.
- ◆ Verifications will be completed after the add/drop period for each term.
- ◆ FSW does not verify a student's anticipated/predicted graduation date or term.



OFFICE OF THE REGISTRAR

## STUDENT INFORMATION (Type or print legibly.)

Student ID Number: \_\_\_\_\_

Student Name (Last, First): \_\_\_\_\_

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

Apartment or Unit Number: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

FSW Email: \_\_\_\_\_

## SEND THE VERIFICATION LETTER TO:

Mail to the address indicated in the left column. (Mail to the student.)

Hold for pick-up at the Lee Campus.

Fax the verification to: \_\_\_\_\_

Email the verification to: \_\_\_\_\_

Mail the verification to the address below:  
(Type or print legibly.)

Attn: \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

## PERIOD OF ENROLLMENT TO VERIFY:

FALL, 20\_\_\_\_  SPRING, 20\_\_\_\_  SUMMER, 20\_\_\_\_

**I have never been enrolled** at Edison Jr. College, Edison Community College, Edison College, Edison State College, or Florida SouthWestern State College.

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Date*

**Return to: [Registrar@FSW.edu](mailto:Registrar@FSW.edu) or any campus registrar's office for processing.**

**LEE ( EDISON ) CAMPUS**  
8099 College Parkway • Fort Myers, FL 33919  
Tel: (239) 489-9121  
Email: [Registrar@FSW.edu](mailto:Registrar@FSW.edu)

**COLLIER CAMPUS**  
7505 Grand Lely Drive • Naples, FL 34113  
Tel: (239) 732-3701  
Email: [Registrar@FSW.edu](mailto:Registrar@FSW.edu)

**CHARLOTTE CAMPUS**  
26300 Airport Road • Punta Gorda, FL 33950  
Tel: (941) 637-5654  
Email: [Registrar@FSW.edu](mailto:Registrar@FSW.edu)

**HENDRY/GLADES CENTER**  
1092 East Cowboy Way • LaBelle, FL 33935  
Tel: (863) 674-0408  
Email: [Registrar@FSW.edu](mailto:Registrar@FSW.edu)