

Verification of Enrollment for an Outside Scholarship

RETURN TO: CAL POLY FINANCIAL AID OFFICE SAN LUIS OBISPO, CA 93407-0201 FAX: (805) 756-7243 financialaid@calpoly.edu	Student Last Name: _____
	Student First Name: _____
	Phone # _____ EMPL ID#: _____

Most scholarship organizations will accept a copy of course enrollment (printable from your student center once you are enrolled in classes) as proof of your enrollment at Cal Poly. Another option is to use the "Share My Info" program on your portal which gives access to specific information such as registration to people or entities you stipulate.

This verification of enrollment form is necessary and will be completed **ONLY** if the agency is requiring the signature of a Cal Poly authority to confirm enrollment.

Please attach a copy of the letter or information from the scholarship agency indicating that a signed statement from the college is required.

For Office Use Only

Initials _____

Donor Contact: _____ Phone: _____
 _____ Fax: _____
 Address: _____ Email: _____

Name of Scholarship: _____
 Amount: \$ _____

For Office Use Only

This is to confirm the above named student is enrolled at Cal Poly San Luis Obispo for the following term:

___ Fall	___ Full time	Academic Major: _____
___ Winter	___ Half-time	
___ Spring	___ Less than half-time	

Authorized Signature	Date	Title
Print Name		

For checks mailed to the University, please have checks made payable to Cal Poly and send to Cal Poly University Cashier, Administration 131-E, San Luis Obispo CA 93407-0501. Include the student's full name and EMPL ID # for proper identification. For questions, please contact our Scholarship Coordinator at 805-756-5895 or email financialaid@calpoly.edu.