UNIVERSITY OF SOUTHERN MAINE

PORTLAND • GORHAM • LEWISTON • ONLINE

Office of Registration and Scheduling Services
140 Luther Bonney Hall, Portland Campus
107 Bailey Hall, Gorham Campus
Tel (207) 780-5230
TTY 711
Fax (207) 780-5517
registerusm@maine.edu
usm.maine.edu/reg

Enrollment Verification Form

If you need assistance with this form, please contact the Office of Registration and Scheduling Services.

Students can generate and download an enrollment verification through their MaineStreet Student Center by navigating to the **Dashboard** in their Student Center, selecting **Enrollment**, selecting **Enrollment Verification**, and then following the outlined steps.

If you no longer have access to your Student Center or would prefer to fill out a form, please follow the steps below.

Student information:

Name: _____ Student ID: _____
(7 Digits)

Date of birth (MM/DD/YYYY): _____

Please indicate the semester(s) you want verified below:

☐ Single semester: _____
(e.g., “Fall 2022”)

☐ Range of dates: _____ to _____
(e.g., “Fall 2023”) (e.g., “Fall 2025”)

☐ Verification of non-attendance — used in instances where you may have matriculated or applied for a program but did not end up enrolling

Please choose a delivery method:

☐ Emailed to my maine.edu email address

☐ Mailed to the following address: _____
(Street, City/Town, ZIP Code)

Student signature: _____ Date: _____

Form to be returned to the Office of Registration and Scheduling Services