

Employment or Enrollment Verification

In order to release information regarding a current or former student to any third party, you must submit a signed Release from the student. The Release must include the following:

- All names that the student may have used when attending
- The last four digits of the student's social security number
- Date of birth
- Dates of attendance
- Current address of student
- Current phone of student
- Current email address

There is a \$30 fee for employment or enrollment verification. This fee can only be paid on-line, at this link: <https://forrestcollege.edu/payment/> . Under options, select "Verification Fee \$30" from the drop-down box.

Email the release to kathychildress@forrestcollege.edu

Allow up to 30 days for processing. Failure to provide all information required will further delay processing.