

Request for Letter of Confirmation

Name: _____ ID #: _____

Information wanted in letter: (Check all that apply)

- Registration in current academic year Program and concentration Fill out attached form
 Pre-registration for upcoming year Year of Study
 New student admission for next year Anticipated graduation
 List of all semesters of study at King's (*exact courses not listed*)
 Other Information: _____
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REQUIRED:

Name of Addressee (Person or Company) : _____

Complete Mailing Address : _____

Mail: Pick up: Fax: (Number: _____)

* *The letter will be usually be available in 2-3 business days.*

Student Signature: _____ Date: _____

Office Use Only:
