

# STUDENT RECORDS

## Transcripts, Enrollment/Degree Verification, and Diplomas

### Transcripts

An official transcript is a comprehensive record of academic coursework and progress within the University of Colorado system that reflects earned degrees as well as credits accepted in transfer or by exam. Incompletes, failures and withdrawals are not expunged. Transcripts will not be issued if the student has overdue financial obligations, or other outstanding obligations due to the University of Colorado.

To request an official transcript, please visit our ordering system supported by Parchment (<https://www.parchment.com/u/registration/32956383/account/>). Additional information on transcripts, including pricing and delivery methods, is available through the Registrar's Office (<https://www.cuanschutz.edu/registrar/student-resources/transcripts/>).

### Enrollment Verification

Need verification of your enrollment status for a lender or other provider? Current-semester enrollment verifications are typically available online starting in late September for Fall, late February for Spring, and late June for Summer.

#### To obtain an enrollment verification:

1. Log in to your UCDAccess student portal (<https://www.ucdenver.edu/ucdaccess/>).
2. Click using the three vertical dots at the top right of the screen, select the Registration & Records option from the drop down. Then click on the **Enrollment Verification** tile. This will take you to the student page of the National Student Clearinghouse website. You must be logged in through UCDAccess to obtain the free enrollment verification.
3. Click Obtain **Enrollment Certificate** to view and print an official verification.

The Verification of Enrollment is official and does not require a signature or seal from the University. It contains the dates of the term, student status and anticipated graduation date, and is specific to each student. This may be submitted to loan, insurance, or other requesting companies, as well as to the military as proof of enrollment.

### Degree Verification

A degree verification is not a diploma; it lists a student's degree on Office of the Registrar letterhead and bears the registrar's seal and signature.

Current and former students can order a degree verification by emailing their request to [Registrar@CUAnschutz.edu](mailto:Registrar@CUAnschutz.edu), which must include the student's name, student ID, date of birth, degree awarded (e.g. Doctor of Medicine, etc.), and the mailing or email address to which the verification should be sent.

Degree verification requests are processed in the order in which they are received, and take 3-5 business days to process.

### Diplomas

#### How to Apply for Graduation: Meet With Your Advisor

Make an appointment with your assigned advisor in your school or college's Advising Center to verify graduation requirements and to make sure you'll meet them by the end of the semester.

- College of Nursing (<https://nursing.cuanschutz.edu/>)
- Colorado School of Public Health (<https://coloradosph.cuanschutz.edu/about-us/>)
- The Graduate School (<https://graduateschool.ucdenver.edu/about-us/>)
- School of Dental Medicine (<https://www.ucdenver.edu/academics/colleges/dentalmedicine/AboutUs/Pages/ContactUs.aspx>)
- School of Medicine (<https://medschool.cuanschutz.edu/deans-office/about-us/contact-us/>)
- Skaggs School of Pharmacy and Pharmaceutical Sciences (<https://pharmacy.cuanschutz.edu/about-us/>)

#### Apply for Graduation

Once you have verified that you're on track to graduate, use your UCDAccess student portal to apply for graduation:

1. Once logged in, click on Academics under your Student Center.
2. Click Apply for Graduation

#### Want to Walk at Commencement?

If you plan to participate in commencement ceremonies, you will need to register for this separately on the Commencement website: [www.cuanschutz.edu/commencement](http://www.cuanschutz.edu/commencement) (<http://www.cuanschutz.edu/commencement/>).

### Important Notes Regarding Diplomas and Graduation

- Watch for information concerning transcripts, diplomas, Commencement, etc., via email through your CU Anschutz account following the acceptance of your graduation application.
- Diplomas for degrees conferred at Anschutz Medical Campus are automatically mailed out to the diploma address in the student's record.