

# ENROLLMENT AND DEGREE VERIFICATION INSTRUCTIONS

1. Log into **CardinalApps**, and click the **Banner 8 Self-Service** app:
2. Click on the **Student Services** Tab
3. Within Student Services, click on **Student Records**



## Student Services

### Registration

Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

### Student Records

View your holds, grades and unofficial transcript, Request official printed transcript, Apply to Graduate.

4. In the Student Records menu, choose **Enrollment Verification**.  
Check for pop-up blockers as a new tab will open to the National Student Clearinghouse.

## Student Records

[View Holds](#)

[View Student Information](#)

[Mid-Term Grades](#)

Grades available for 0\*\*\*, 1\*\*\* and 2\*\*\* level classes

[Final Grades](#)

[Order Official Transcript](#)

New Automation of Transcript Ordering (PDF/Printed Transcripts)

[Grade Detail](#)

[Print Unofficial Transcript](#)

[Apply To Graduate](#)

[Degree Evaluation](#)

[Enrollment Verification](#)

Online enrollment verifications will not be available until after the official census date of the Fall semester. (Approx. 3rd week of the semester)

[View Application to Graduate](#)

RELEASE: 8.9

5. To obtain an enrollment certificate, choose either "**Current enrollment**" (current semester only), or "**All enrollment**" (all previous enrollment at UIW).
  - [Obtain an enrollment certificate](#) to print and mail to a health insurer or other company that requests proof of my enrollment.

Current enrollment
  All enrollment
  Advanced registration
6. Save the downloaded pdf and upload to your loan servicer along with the In-School Deferment Request.  
**You do not need a representative at UIW to sign it, if you include this official verification certificate.**

**National Student Clearinghouse**®  
2300 Dulles Station Blvd., Suite 300, Herndon, Virginia 20171  
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www.studentclearinghouse.org  
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**IMPORTANT:** If you are forwarding this certificate to a 3<sup>rd</sup> party, we advise that you print your policy, account or other identifying information on each page.

Policy/Account Holder Name

Policy/Account/Group or Other ID #

## Enrollment Verification Certificate

Transaction ID#: 035372676

Date/Time Notified: 02/10/2020 10:03 EST

The National Student Clearinghouse as Authorized Certifying Agent for

**UNIVERSITY OF THE INCARNATE WORD**

verifies the enrollment below for

**STUDENT NAME**

This document should not be used for loan deferment verification purposes. Those verifications are handled by lenders using online access to the Clearinghouse. Refer lenders with questions to service@studentclearinghouse.org.

Term Start Date	Term End Date	Enrollment Status	Status Effective Date	Date Certified by School
08/19/2013	12/19/2013	Less Than Half Time	08/16/2010	09/27/2013
01/14/2013	05/11/2013	Less Than Half Time	08/16/2010	05/09/2013
08/20/2012	12/15/2012	Less Than Half Time	08/16/2010	12/11/2012
08/20/2012	12/07/2012	Less Than Half Time	08/16/2010	09/26/2012
01/09/2012	05/05/2012	Less Than Half Time	08/16/2010	05/10/2012

7. In addition to obtaining an official verification of enrollment, you may also view the latest enrollment information on file with the Clearinghouse, and/or see which loan servicers have received your enrollment information from the Clearinghouse.

- [Obtain an enrollment certificate](#) to print and mail to a health insurer or other company that requests proof of my enrollment.
  - Current enrollment
  - All enrollment
  - Advanced registration



- View the [enrollment information on file](#) with the Clearinghouse.
- View the [student loan deferment notifications](#) that the Clearinghouse has provided to my loan holders (lenders and guarantors).
- View the [proof\(s\) of enrollment](#) that the Clearinghouse has provided to my health insurers and other providers of student services or products.

**NATIONAL STUDENT CLEARINGHOUSE**

[Log Out](#)

**Student Self-Service Site**  
UNIVERSITY OF THE INCARNATE WORD

[Student Self-Service Home](#) > [Student Loan Deferment Notifications](#)

**System Messages**

**Important Information** : Please be advised there may be delays or disruptions in processing transcript requests for institutions located in Puerto Rico due to the recent earthquakes there. Please check the school's website for closure information.

Enrollment Data Reported To Lenders, Servicers, And Guarantors

Name: STUDENT NAME

Sent Date	Enrollment Status	Status First Started	Anticipated Graduation Date	Notification Type	Member Name
06/01/2011	LT HALF TIME	08/16/2010		Electronic	DEPT OF EDUCATION - DIRECT LOANS-NSLDS
05/18/2011	LT HALF TIME	08/16/2010		Electronic	AES - STUDENT LOAN SERVICING CENTER
04/20/2011	LT HALF TIME	08/16/2010		Electronic	DEPT OF EDUCATION - DIRECT LOANS-NSLDS
04/20/2011	LT HALF TIME	08/16/2010		Electronic	AES - STUDENT LOAN SERVICING CENTER
11/19/2010	LT HALF TIME	08/16/2010		Electronic	AES - STUDENT LOAN SERVICING CENTER
09/22/2010	LT HALF TIME	08/16/2010		Electronic	DEPT OF EDUCATION - DIRECT LOANS-NSLDS
05/23/2007	WITHDRAWN	12/16/2006		Electronic	AMERICAN EDUCATION SERVICES - AES/PHEAA
09/27/2006	LT HALF TIME	08/23/2006		Electronic	TRELLIS COMPANY
09/27/2006	LT HALF TIME	08/23/2006		Electronic	XPRESS LOAN SERVICING
09/27/2006	LT HALF TIME	08/23/2006		Electronic	CITIBANK STUDENT LOAN CORP
09/27/2006	LT HALF TIME	08/23/2006		Electronic	ASCENDIUM
08/30/2006	HALF TIME	01/17/2006	05/31/2008	Electronic	NETNET / DENVER
08/30/2006	HALF TIME	01/17/2006	05/31/2008	Electronic	TRELLIS COMPANY
08/30/2006	HALF TIME	01/17/2006	05/31/2008	Electronic	CITIBANK STUDENT LOAN CORP
08/30/2006	HALF TIME	01/17/2006	05/31/2008	Electronic	XPRESS LOAN SERVICING

• [Click here for explanation of the various Notification Types](#)