



# HINDS COMMUNITY COLLEGE

Office of Admissions and Records • P.O. Box 1100 • Raymond, Mississippi 39154-1100  
(601) 857-3212 • Fax: (601) 857-3539

## REQUEST FOR LETTER OF GOOD STANDING OR ENROLLMENT VERIFICATION

Date \_\_\_\_\_

Student Name \_\_\_\_\_  
(Last) (First) (Middle)

Hinds Community College Student ID Number \_\_\_\_\_

Phone Number (where student can be reached) \_\_\_\_\_

Please check one of the following:

\_\_\_\_\_ I need a letter of good standing (which requires the student's signature and includes academic standing and grade point average).

\_\_\_\_\_ I need an enrollment verification (which does NOT require the student's signature and does NOT include academic standing and grade point average).

I will pick up my verification/letter of good standing at \_\_\_\_\_ campus.

**OR**

Please mail my verification/letter of good standing to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Signature \* \_\_\_\_\_

\* In order to protect the privacy of student records, letter of good standing requests cannot be fulfilled without the student's written signature.

**Please return form to any Hinds Community College admissions office or fax it to the District Office at Admissions and Records at (601) 857-3539.**