

Degree Verification or Enrollment Verification Request

The Registrar's Office at Molloy College will provide verifications. Most requests can be handled remotely by our staff during periods when offices are closed for emergencies. Most requests by email can be handled. The main line is 516.323.4300 to use when the college is open.

Email to Registrar@molloy.edu for help. You may email your own documents to verify as long as they **do not** contain a Social Security Number.

NO REQUESTS WITH SOCIAL SECURITY NUMBERS WILL BE ACCEPTED.

ANY REQUEST WITH AN SSN WILL BE REJECTED PER FERPA.

THE INTERNET IS NOT SECURE AND NO CONFIDENTIAL INFORMATION SHOULD BE SENT TO OUR ACCOUNT.

You may send your own form, instead of this form, if you need to.

Indicate the type information that you need:

- Degree verification
- Enrollment verification
- Other:

Needed Information:

Last Name:

First Name:

Middle Name:

Prior Name(s)/Birth Name:

Date of Birth:

Please let us know if this individual attended or graduated prior to 1999:

Print or type your name, contact email and phone contact information below:

Verified Information:

Verifier's Name/Position: