

BACKGROUND REQUEST FORM

			OR Business Card Attache	ed: 📙
ddress:				
Phone:		Fax:		
If Requestor is	sub-contractor, plea	ise provide agen	cy requesting information	1:
lame:				
Address:				
Student Information:				
lame:				
S# or DMACC ID#			Birth Date:	
Signed Release of Information	attached (<u>will not be p</u>	processed without	<u>this</u>)	
nformation Requested: ☐ Dates of Enrollment: Part Tim				
 Transcript: Credit Non Graduation Verification 		Other		(Be specific)
 Graduation Verification Method of Return: (In most of the second se	☐ Major cases requests are p	Other	business days. You will b	e notified via
Graduation Verification ■ Graduation ■ G	☐ Major cases requests are p vailable within this t	Other processed in 2-3 ime frame.) (No	business days. You will b partial processing of requ	e notified via
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