

EMPLOYMENT VERIFICATION REQUEST FORM

This form is for students who need certification of employment by the School of Computer Science. Bring the signed form to the School of Computer Science Graduate Student Affairs Office in Klaus 3401. Allow two weeks for processing. New hires should allow two weeks from actual start date. You will receive an email when your form is ready.

*This is NOT a verification of enrollment, student status, or completion of degree which may **only** be obtained through the Georgia Tech Registrar's office at <http://www.registrar.gatech.edu/certifyenrollment.htm> or email to: comments@registrar.gatech.edu.*

Student Name (please print): _____

GT ID Number: _____ **Email:** _____

Expected Graduation Term: Fall Spring Summer **Year:** 20_____

Program: MSCS MSINFS Ph.D. CS ACO

Position: GRA Grader GTA

Name of Faculty Supervisor: _____ **Start Date:** _____

Method of Delivery, Choose One: Email PDF **or** Pick Up Hard Copy

Explain why this letter is needed: _____

Date requested: _____