



# Enrollment Verification Form (EVF)

*Please read carefully*

## **Are you registering for Winter 2019 and Spring 2019?**

**Yes, I plan to register for winter and spring...**

Please turn in an EVF for Winter 2019 and an EVF for Spring 2019, by the dates specified below.

**No, I only plan to register for only one quarter of those quarters...**

Please turn in an EVF for the quarter you plan to register by the date specified below.

## **When is the EVF due?**

- Winter 2019 – EVF processing date is – **November 30 or before**
- Spring 2019 – EVF processing date is – **March 1 or before**

*If your high school counselor chooses to sign winter and spring quarter EVFs early, please submit them as soon as possible, and no later than the quarterly timeline above.*

## **Where do students turn in their EVFs?**

*There are two locations to drop off your Enrollment Verification Form:*

- *Main campus – turn your EVF into the Enrollment Services office (Registration counter), in Gaiser Hall*
- *CTC Campus – turn in the EVF at the Student Services office*

*Both locations have drop boxes if the office is closed. You also have the option to scan/email your completed EVF to: [runningstart@clark.edu](mailto:runningstart@clark.edu)*