

# 2026-2027 VERIFICATION OF ENROLLMENT FORM



This form is the final step in completing your UMHEF scholarship award!

**IMPORTANT NOTE:** In order to expedite sending funds to 100+ schools, we cannot confirm receipt of every VOE. Please know that if we do not have your form by the October 1 deadline, we will contact you. If you do not hear from us soon after, we have received it.

**COMPLETE AND RETURN BY OCTOBER 1, 2026 TO:**  
UMHEF Director of Scholarships  
54 Music Square E. Suite 250  
Nashville, TN 37203

**Forms may also be emailed by the registrar to [jcook@umhef.org](mailto:jcook@umhef.org).**

## **PART 1:** To be completed by the student after classes have started.

After classes have started for the FALL SEMESTER/QUARTER, present this form to the Registrar for the verification of your enrollment. **IT IS YOUR RESPONSIBILITY TO SEE THAT THE FORM REACHES OUR OFFICE BY THE DEADLINE OF OCTOBER 1, 2026.** If possible, we suggest you wait for the Registrar to complete the form and mail it to our office yourself. It can also be emailed by your registrar; see above. **Scholarship checks will be mailed to the Financial Aid Office at your school by mid-November** (exceptions may apply).

Name of Scholarship Awarded \_\_\_\_\_

Student's Name (please print) \_\_\_\_\_

Social Security Number \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_  
*Street Address/P.O. Box City State Zip*

E-mail Address \_\_\_\_\_ Phone \_\_\_\_\_

I authorize \_\_\_\_\_  
*Name of School*

to release to the United Methodist Higher Education Foundation, all information requested below.

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

## **PART 2:** To be completed by the registrar after classes have started for the Fall semester/quarter.

The above student has been awarded a scholarship by the **United Methodist Higher Education Foundation**. The following portion of this form should be completed by the Registrar verifying the student's enrollment for the fall semester. So that our office has time to process the disbursement, verification of the student's enrollment must be received by our office **BY OCTOBER 1, 2026.** A scanned and emailed copy only from the Registrar's email may be sent to [jcook@umhef.org](mailto:jcook@umhef.org).

\_\_\_\_\_ is enrolled and classes have started for the Fall Semester/Quarter.  
*Student's Name*

Number of Hours student is **currently enrolled**? \_\_\_\_\_

Number of Hours **required for full-time status**? \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

School Name \_\_\_\_\_

Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

