Enrollment Verification
St. Johns River State College
Florida School of the Arts

Palatka	Orange Park	St. Augustine
(386) 312-4050	(904) 276-6800	(904) 808-7400

To Whom it May Concern:

St. Johns River State College (SJR State) has authorized the National Student Clearinghouse to provide enrollment verification certifications for our students through its Web-based student self-service program. SJR State no longer provides student enrollment verifications directly.

Student self-service enables SJR State's students to print official enrollment verification certifications on demand at no charge via our secure student portal.

Self-service enrollment verification certificates for the current term are available **three (3) weeks** after the term begins, 24 hours a day, 7 days a week.

Insurance providers, military ID issuing offices, or other businesses with questions should contact the Clearinghouse at (703) 742-4200.

You may want to include a copy of this letter to the agency/person requesting your enrollment verification certificate to notify them of the new process that St. Johns River Community College is using to provide this information.

To access your enrollment verification certificate:

1. Log into MySJRstate at https://www.sjrstate.edu/mysjrstate.html.

2. Once you are logged in, find the Student Information/Forms by Department card, and click on Admissions and Records.

3. Click the Enrollment Verification link in the drop-down menu.

4. You will be redirected to the National Student Clearinghouse website.

5. Once the website opens, choose either Current enrollment or All enrollment and click on the Obtain an enrollment certificate link. This will create a printable enrollment verification certificate.