


**B**  October 20, 2025

To Whom It May Concern:

This is to verify that **D**

**C**  **Jane E. Doe** 

is enrolled as a **full-time** undergraduate student in good standing for **Fall Semester 2025**.  **E**

The beginning date of the undergraduate program at **University of the United States** for the **Fall 2025 Semester** is **September 1, 2025** and the ending date is **December 21, 2025**.  **F**

Please feel free to reach out to me if you have any questions on this matter.

Sincerely,

*John Smith*

John Smith  
Registrar Officer  
Email: [registrar@sample.edu](mailto:registrar@sample.edu)  
Phone: (123) 456-7890

**A – College's name**

**B – Letter Date**

**C – Student's name**

**D – Student's enrollment status**

**E – Semester and Year**

**F – Semester start and end dates**