How to request an enrollment verification in MyBLUE
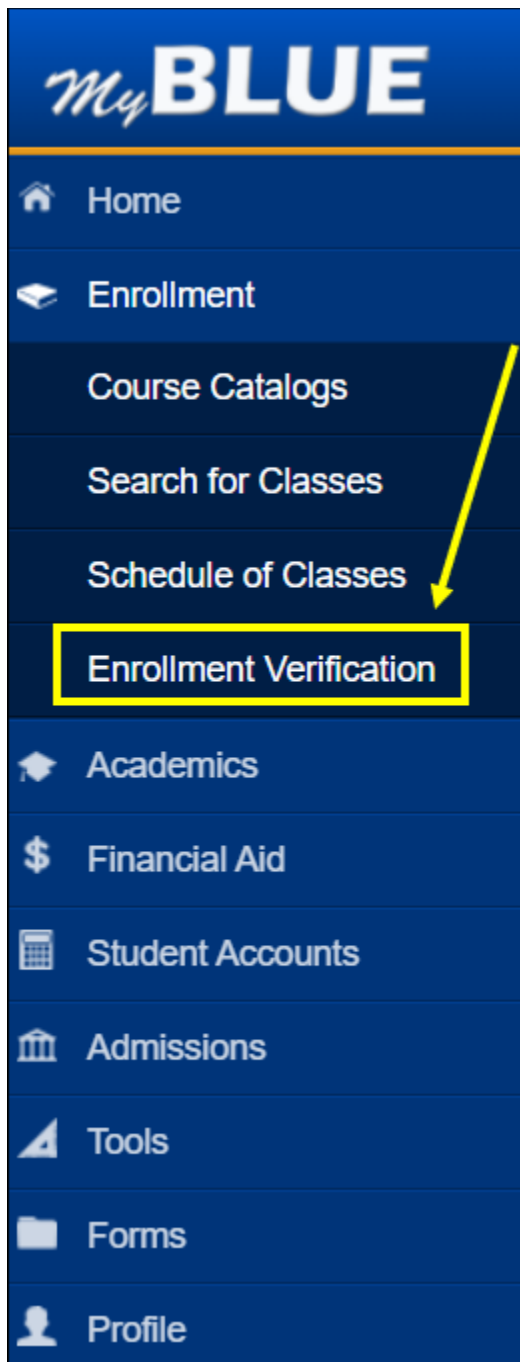
Log into MyBLUE: https://myblue.unk.edu/

Select "Enrollment" from the left hand menu.

Select "Enrollment Verification" under the Enrollment menu.

Select the checkbox next to the categories you wish to be included in your enrollment verification.

Select the term from the "From Term" dropdown. (Note: Select "All Terms" to run for all terms or a single term to run for only one term.) Then select "View Report." **_This will take several minutes to run._**

Below is an example of an enrollment verification when selecting "All Terms."

UNIVERSITY OF NEBRASKA KEARNEY

Enrollment Verification as of 04/25/2024

Name: [REDACTED]   ID Nbr: [REDACTED]

Current Program of Study

Career   **Academic Program**   **Exp Comp Dt**
[REDACTED]   Arts and Sciences   [REDACTED]

Academic Plan   **Degree**   **Declare Dt** **Sub-Plan**
Language Arts 7-12 Field   BAED   [REDACTED]

Enrollment History

Term	Career	Begin Date	End Date	Units	Status
Spring 2020	UGRD	01/13/2020	05/08/2020	6.00	Half-Time
Summer 2020	UGRD	05/11/2020	07/31/2020		No Units
Fall 2021	UGRD	08/23/2021	12/17/2021	15.00	Full-Time
Spring 2022	UGRD	01/03/2022	05/13/2022	13.00	Full-Time
Summer 2022	UGRD	05/16/2022	08/05/2022		No Units
Fall 2022	UGRD	08/22/2022	12/16/2022	14.00	Full-Time
Spring 2023	UGRD	01/03/2023	05/19/2023	16.00	Full-Time
Summer 2023	UGRD	05/22/2023	08/11/2023		No Units
Fall 2023	UGRD	08/21/2023	12/15/2023	14.00	Full-Time
Spring 2024	UGRD	01/02/2024	05/17/2024	13.00	Full-Time
Summer 2024	UGRD	05/20/2024	08/09/2024		No Units
Fall 2024	UGRD	08/26/2024	12/20/2024	12.00	Full-Time

To Whom It May Concern:

This certification is based on information as of the above date. This
verification system is designed to expedite the notification of enrollment
information to various companies and agencies. We appreciate your acceptance
of this official verification form.

Lisa Neal

Lisa Neal
University Registrar, University of Nebraska at Kearney
School Code: 002551

Below is an example of an enrollment verification when selecting a single term.

UNK UNIVERSITY OF NEBRASKA KEARNEY

Enrollment Verification as of 04/25/2024

Name: [redacted]   ID Nbr: [redacted]

Current Program of Study

Career   **Academic Program**   **Exp Comp Dt**
Undergraduate   Arts and Sciences   [redacted]

Academic Plan   **Degree**   **Declare Dt**   **Sub-Plan**
Language Arts 7-12 Field   BAED   [redacted]

Enrollment History

Term   **Career** **Begin Date** **End Date**   **Units** **Status**
Spring 2024   UGRD   01/02/2024   05/17/2024   13.00   Full-Time

To Whom It May Concern:

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verification system is designed to expedite the notification of enrollment
information to various companies and agencies. We appreciate your acceptance
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Lisa Neal
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