Acceptance and Enrollment Letters

Summary

How to obtain a verification of acceptance or enrollment letter

Acceptance Letter

A letter verifying your acceptance to A-B Tech can be obtained from the Admissions Office by email at admissions@abtech.edu.

Enrollment Letters

A letter verifying the number of credit hours you are enrolled in at A-B Tech can be obtained from the Records and Registration Office by emailing registrar@abtech.edu. Please include your full legal name and birthdate.

Enrollment letters cannot be issued unless you're currently registered for classes.

Sometimes other schools will request a "non-enrollment letter" if you have applied to A-B Tech but have never taken classes here. If you need a non-enrollment letter, contact the Registrar's Office at registrar@abtech.edu. Include you full legal name and birthdate, and let us know where the letter needs to be sent.

Key Words: acceptance letter, enrollment letter, records and registration, enrollment verification, admission verification, admissions

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