

Letter of Verification for Student Status

Michael T. Reynolds

Registrar
City University
123 College Lane
Boston, MA 02115

Date: March 5, 2024

Alexandra G. White

Human Resources Manager
Innovatech Solutions Inc.
456 Industry Drive
San Francisco, CA 94107

Dear Ms. Alexandra G. White,

I am writing to you in my capacity as the Registrar at City University, Boston, MA, to verify the student status of Ms. Jessica C. Hartley. This letter serves to confirm that Ms. Hartley is currently enrolled as a full-time student in our Bachelor of Arts in Digital Media program.

Ms. Hartley commenced her studies in the fall of 2021 and is projected to complete her degree requirements by the end of the spring semester in 2025. She has consistently demonstrated academic excellence throughout her enrollment, as evidenced by her cumulative Grade Point Average (GPA) of 3.7 on a 4.0 scale.

Additionally, Ms. Hartley has actively participated in various extracurricular activities, including the Digital Media Students' Association and the Annual Digital Innovation

Showcase. Her engagement in these activities underscores her dedication to her field of study and her capacity for leadership and teamwork.

Ms. Hartley is in good standing with the university, having fulfilled all her academic and administrative obligations to date. Her dedication to her academic and extracurricular endeavors exemplifies the qualities of a committed and diligent student.

Should you require further details or clarification regarding Ms. Hartley's student status, please do not hesitate to contact my office directly at (617) 555-0147 or via email at mt.reynolds@cityuniv.edu. We are confident that Ms. Hartley will continue to exhibit the same level of excellence and professionalism in her future endeavors.

Thank you for your attention to this matter.

Sincerely,

Michael T. Reynolds
Registrar
City University
mt.reynolds@cityuniv.edu
(617) 555-0147