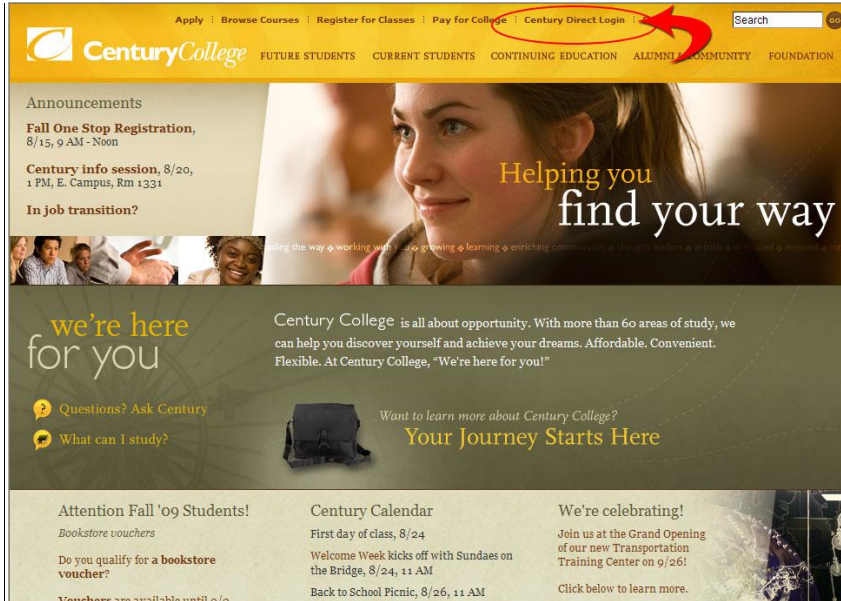


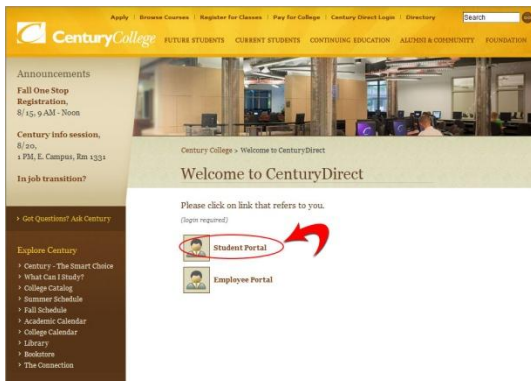
# Transcript, Loan & Enrollment Information Accessing the National Student Clearinghouse

## Instructions for accessing an enrollment verification through Century Direct Login Student Portal

### 1. From www.century.edu login to the “Century Direct Login”



### 2. Student then logs into the student Portal.



### 3. Under the “Student Services” tab click on the left navigation link “Enrollment Verification.”

The screenshot shows the Century College Student Portal. On the left, a navigation menu is visible with categories: 'all students', 'online learning', and 'miscellaneous'. Under 'all students', 'Enrollment Verification' is circled in red. The main content area features a 'Welcome Peter!' message, an 'Announcements' section with a red arrow pointing to a link for 'FREE Computer Repair!', a 'STAR ALERT' graphic, a 'Quick Links' section with links to 'Academic Calendar', 'Final exam schedule - Spring (pdf)', 'GPS LifePlan', 'Suggestion Box', and 'Acceptable Use Policy (pdf)', and a 'Reminder' section about network server downtime on the 1st and 3rd Sundays of every month.

### 4. To gain access to all the services described on this screen you’ll need to click the button as indicated

The screenshot shows the National Student Clearinghouse service page. The page title is 'National Student Clearinghouse'. The text explains that Metropolitan State University has authorized the National Student Clearinghouse to act as its agent for verification of student enrollment status. It states that students can obtain enrollment verification free by clicking on the button below. The service is available 24 hours a day, 7 days a week. The following services may be available to you:

- Obtain an enrollment certificate to print and mail to a health insurer or other company that requests proof of my enrollment.
- View enrollment information on file with the Clearinghouse.
- View the student loan deferment notifications that the Clearinghouse has provided to my loan holders (lenders and guarantors).
- View the proof(s) of enrollment that the Clearinghouse has provided to your health insurers and other providers of student services or products.
- Order an official transcript or view the status of your transcript requests.
- View specific information about your student loans.

At the bottom of the page, there is a button labeled 'Enter National Student Clearinghouse Service'.

5. For security purposes, you'll need to enter the following information and then click "login."

National Student Clearinghouse  
Student Self-Service Site Login

About Us Search Site Map Contact Us Home

Please enter the following identifying information in order to gain access to the free Student Self-Service site.

Items in red (\*) are required.

**LOGIN INFORMATION**

<b>Student Name:*</b>	Metro		Mouse
	First Name	M.I.	Last Name
<b>Date of Birth:*</b>	04/26/1965		
	mm/dd/yyyy (with or without slashes)		
<b>Social Security Number:*</b>	123456789		
	The SSN should be entered either with or without dashes, e.g. 123-45-6789 or 123456789.		

Login Logoff

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[Terms of Use](#) | [Privacy Policy](#) | [Problems Using This Web Site?](#)  
[web-master@studentclearinghouse.org](mailto:web-master@studentclearinghouse.org)

6. You have reached the National Student Clearinghouse "Free" Student Self-Service Site. Click on "Obtain an Enrollment certificate"

National Student Clearinghouse  
Thank You

Home

Century College

Welcome. This service is offered by the National Student Clearinghouse in cooperation with  
**IMPORTANT: Do NOT use the browser forward/back buttons. LOG OFF when you are done to protect the privacy of your records.**

Please select from the following options:

- Obtain an enrollment certificate to print and mail to a health insurer or other company that requests proof of my enrollment.**
- Current enrollment
- All enrollment

- [View the enrollment information on file with the Clearinghouse.](#)
- [View the student loan deferment notifications that the Clearinghouse has provided to my loan holders \(lenders and guarantors\).](#)
- [View the proof\(s\) of enrollment that the Clearinghouse has provided to my health insurers and other providers of student services or products.](#)
- [Order an official transcript](#) or [view the status](#) of your transcript requests.
- [View specific information about my student loans.](#) **LoanLocator**

To ensure the security and confidentiality of sensitive information being transmitted over the Internet, the Clearinghouse protects its customers by using Secure Socket Layer (SSL) technology provided by the VeriSign Secure Site Program. SSL encrypts/unencrypts the data before the Server/Client sends or receives transmissions.

[Click here to enter the Portal to request an enrollment verification.](#)