



## OFFICE OF THE REGISTRAR

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1. Go to InsideTrack at [insidetrack.yu.edu](https://insidetrack.yu.edu)
2. Log in using your YUAD username and password
3. Click on **Students** on the left side, followed by **Undergraduate / Graduate**
4. Under **Frequently Used Links**, click on **Student Dashboard** to connect to Banner Self-Service
5. Under **My Student Record**, click on **Request Official Transcript/Enrollment Verification**.
6. Click on **Click here to connect to the Clearinghouse**. This will open a new browser window. You may need to disable your pop-up blocker on your computer.
7. Select the type of enrollment verification certificate you require.

The Clearinghouse Student Self-Service Site offers two types of enrollment verification certificate:

- a. Current enrollment – which only shows the semester you are currently enrolled in at Yeshiva University
- b.