Verification Policy

Effective **January 1, 2024, MD Degree graduates** requesting a verification regarding their time in the MD degree curriculum for agencies including but not limited to graduate training programs, hospital credentialing and state medical licensing boards will be charged $75 per verification form or letter. Verifications are processed for UPS certified delivery. All fees must be paid in advance through the WVU e-Commerce system.

e-Commerce site: http://epay.wvsto.com/WVU/WVUMDGraduateVerification/

Touchnet: https://TouchnetMarketplace.wvu.edu

Graduates are provided free courtesy verifications for one calendar year after the date of their degree.

Payments will only be accepted through Touchnet through the WV State Treasurer's Office.

Third Party requests require a graduate-signed release of information form that you provide.

Mail all verification and signed release of information forms to:

Student Services
West Virginia University School of Medicine
1146 HSCN, PO Box 9111
64 Medical Center Drive
Morgantown, WV 26505-9111
(304) 293-7814 (fax)
(304) 293-2408
studentservicesmedicine@hsc.wvu.edu

Need an official transcript? **https://registrar.wvu.edu/academic-records/request-transcript**

LCME Standard 11: **Medical Student Academic Support, Career Advising, and Educational Records**
A medical school provides effective academic support and career advising to all medical students to assist them in achieving their career goals and the school's medical education program objectives. All medical students have the same rights and receive comparable services.

Applicable Element 11.6: Student Access to Educational Records
A medical school has policies and procedures in place that permit a medical student to review and to challenge his or her educational records, including the Medical Student Performance Evaluation, if he or she considers the information contained therein to be inaccurate, misleading, or inappropriate.