



DegreeVerify is a web-based system that simplifies academic verifications for potential employers, background screening firms, colleges, search firms, and others who regularly screen applicants. Users can instantly confirm collegiate degrees and/or attendance for former students and graduates of any participating institution.

Benefits of DegreeVerify

- Secure automated degree verifications for students and alumni.
- Reduces credentials fraud and creates audit trails.
- Improves office productivity.
- Fast, accurate online verifications.
- Free to institutions.
- FERPA compliant.

How DegreeVerify Works

School creates degree data files, then uploads them to the Clearinghouse FTP site. Clearinghouse reviews the degree files for errors and warnings. If data is error free, it is loaded into our database and available for instant degree verifications placed by third parties.

Things to Know About DegreeVerify

Pending Verifications — Verifications the Clearinghouse cannot instantly confirm will be posted for schools, pending research and confirmation. These verifications are typically performed by third parties awaiting a response, helping students and alumni applying for jobs.

School User Reports – Schools have access to the Transaction Report (view verification data), Surcharge Report (view the surcharge remittance), and Workflow Report (view school user completed verifications).

Submitting Data — Submit degree files after each conferral period using the Clearinghouse FTP site or utilize the "Add a Degree" function on our secure site.

Training Webinars & Help

- [DegreeVerify Courses](#)
- [DegreeVerify Programming & Testing Guide](#)
- [DegreeVerify FAQs](#)

Roles To Know

- **Degree Online Update** – Authorized to add new degree records via the Clearinghouse secure site.
- **Degree Research** – Contacted when additional information is needed from the institution to respond to a pending verification request. Will receive emails for pending verification reminders.
- **Service Administrator** - Able to view and request reports regarding the institution's verification service. Will also be able to set [Alert Messaging](#) for requestors with the included DegreeVerify Coordinator role.
- **DegreeVerify Coordinator** - Will be contacted when additional information is needed from the institution in order to respond to a verification request. Receives email notifications for degree file reminders and degree files processed emails.
- **Surcharge Contact** – Responsible for school surcharges.

Contacting Us

DegreeVerify Team -
DegreeVerify@studentclearinghouse.org

Please see help.studentclearinghouse.org for additional assistance