

# TRANSFER COLLEGE REPORT FORM

Instructions: Applicants should complete Section I and submit the form to a College Official that has access to your academic and disciplinary record. The College Official should complete Section II and forward the report form to Aquinas College.

## SECTION I *Applicant Information*

Student Name \_\_\_\_\_

Address \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Privacy Notice: The Family Education Rights and Privacy Act (FERPA) allows you to have access to your recommendation after you matriculate unless one of the following occurs:

1. The college or university does not save evaluations after matriculation
2. You waive your access rights below

Yes, I DO waive my rights to access this evaluation     No, I DO NOT waive my rights to access this evaluation

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

## SECTION II *To be completed by a College Official. Please attach the applicant's official transcript.*

Official's Name \_\_\_\_\_ Position \_\_\_\_\_

College/University \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### Cumulative GPA

This student's GPA is \_\_\_\_\_ on a scale of \_\_\_\_\_ Is the GPA weighted?     Yes     No

The school's passing mark is: \_\_\_\_\_

1. Is this applicant in good standing?     Yes     No
2. Is the applicant eligible to return to your institution?     Yes     No

If you answered "no" to questions 1 or 2, please attach a separate sheet of paper to give the approximate date of each incident and explain the circumstances.

3. Has the applicant ever been placed on probation, suspended, removed, dismissed or expelled from you institution?  Yes  No

4. Has the applicant ever been convicted of any misdemeanor or felony?  Yes  No

If you answered "yes" to questions 3 or 4, please attach a separate sheet of paper to give the approximate date of each incident and explain the circumstances.

I recommend this student:

No basis  With reservation  Fairly Strongly  Strongly  Enthusiastically

Thank you.

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College Official's Signature

Date