

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 along with the student's transcript 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.

College Official's Signature

Date