



# Statement of Good Standing for Transfer Students

The completion of this form is necessary for transfer application to Berea College. Please fill in your name, address, and dates of attendance on this form. Submit a copy of this form to the Office of the Registrar or Dean of Students at all institutions that you have attended previously. Please ask them to forward this completed form directly to the Berea College Office of Admissions, CPO 2220, Berea, KY 40404.

## TO THE TRANSFER STUDENT:

After completing this section, please give a copy of this form to the Office of the Registrar or Dean of Students of all of the colleges or universities you have attended previously.

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

Permanent Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

The Family Educational Rights and Privacy Act of 1974, as amended, guarantees confidentiality of the student's educational records.

In an effort to expedite my transfer, I, \_\_\_\_\_, authorize the Office of the Registrar or Dean of Students to release all information as it pertains to my conduct as an enrolled student.

Name of Institution \_\_\_\_\_ Dates Attended \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## TO THE OFFICE OF THE REGISTRAR OR DEAN OF STUDENTS:

This statement is to verify that the above student is in good academic and disciplinary standing at your institution. Please mark the appropriate responses:

\_\_\_\_\_ (Full name of student) is a student in  Good standing  Probationary standing

- 1. *Has this student ever been dismissed from your institution?*  Yes  No
- 2. *Has this student ever been subject to disciplinary action?*  Yes  No
- 3. *Is this student eligible to return to your institution?*  Yes  No

If the answers to (1) or (2) are yes or the answer to (3) is no, please explain below. You may continue on the reverse side of this form, if needed. Thank you.

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Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_