

# Certification of Good Standing

Transfer applicants should complete the top portion of this form and then **give it to a college official or dean who has access to both your academic and disciplinary records**. If one college official does not have access to all of this information, please have an official who has access to your academic records first complete the academic portion and then securely forward it to an official who will be able to complete the disciplinary portion. Once both portions have been completed, this form must be forwarded directly to The Catholic University of America.

## TRANSFER APPLICATION DEADLINES

### Transfer (Nursing):

FALL — May 15; SPRING — N/A

### Transfer (Except Nursing):

FALL — July 15; SPRING — Nov. 15

## TRANSFER APPLICANT *(please print)*

**Legal Name** \_\_\_\_\_

*(As it appears on legal documents)*

*Last*

*First*

*Full Middle*

**Birth Date** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*mm dd yyyy*

**Home Address** \_\_\_\_\_

*Number and Street*

*City*

*State*

*Zip Code*

**Official Name of School** \_\_\_\_\_

*City*

*State*

*Country*

*Zip Code*

**At the time of application submission, how many college credits have you earned overall?** \_\_\_\_\_

## WAIVER OF ACCESS

I have requested that this report be filed by school officials for use in the admissions process and in counseling by officials of The Catholic University of America. In accordance with the Family Educational Rights and Privacy Act of 1974, I have indicated my intention regarding access to this report by checking one of the following options:

**I waive access to this report, which shall therefore be considered confidential.**

**I do not waive access to this report.**

**Student's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Note: If the student has agreed to the waiver printed above, we will preserve strict confidentiality of this document, and it will be made available only to University officials. If the student has not agreed, this report will be made available to the student upon request, if the student matriculates at The Catholic University of America.*

## TO THE COLLEGE OFFICIAL

The above student is applying to The Catholic University of America as a transfer candidate. Please complete this form in its entirety by the application deadline (above) and mail it directly to The Catholic University of America.

The information you provide regarding this student will be used as we evaluate the candidate for admission to CUA.

**Cumulative GPA** \_\_\_\_\_ **on a** \_\_\_\_\_ **scale**

**Time Period** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **to** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*mm dd yyyy mm dd yyyy*

Is this student in good standing? (If no, please provide an explanation.)

Is this student eligible to return to your institution? (If no, please provide an explanation.)

Has this student ever been subject to disciplinary action, whether academic or behavioral misconduct? (If yes, please provide an explanation.)

To your knowledge, has this student ever been convicted of a felony, misdemeanor, or other crime? (If yes, please explain.)

How long have you known this student and in what context?

This report is based on:

- personal observation and contact
- faculty comments
- observations of other faculty
- written records only
- Other \_\_\_\_\_

If you prefer to discuss this applicant over the phone with an admissions counselor at The Catholic University of America, please call the Office of Undergraduate Admissions at 202-319-5305.

I recommend this student:

- enthusiastically
- strongly
- fairly strongly
- with reservation
- no basis

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

Name (please print) \_\_\_\_\_

Title \_\_\_\_\_

University Name \_\_\_\_\_

E-mail Address \_\_\_\_\_

Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Questions? Please contact:

The Catholic University of America, Office of Undergraduate Admissions, Washington, DC 20064  
Telephone: 202-319-5305 • Toll-Free: 1-800-673-2772 • Fax: 202-319-6533 • E-mail: [cua-admissions@cua.edu](mailto:cua-admissions@cua.edu) • Web: <http://admissions.cua.edu/transfer>