

DEAN OF STUDENTS CERTIFICATION AND RECOMMENDATION FORM

Transfer Applicant Information

Please complete the applicant information section and submit this form to the Dean of Students at <u>each</u> institution you have attended. Your signature authorizes the release of information regarding your disciplinary record. Failure to submit this will prevent your application from being reviewed. If you have been involved in disciplinary action at a previous institution we strongly encourage you to submit a separate statement explaining the incident. The completed form must be sent to the **Office of Undergraduate Admission at transferadmis@fairfield.edu**

Name of Applicant- Last	First	Mi	Middle	
Home Address	City	State	Zip	
Telephone				
Applicant Signature to authorize release of student disciplinary records			Date	

Evaluator Information

This form should only be completed by a campus official who has access to and is authorized to release information on disciplinary records. **This is not an academic recommendation**. Please complete the following information on the above-named student who is applying for transfer admission to Fairfield University. You may use a separate piece of paper or the reverse side of this form for additional comments.

1. DO YOU HAVE ACCESS TO STUDENT DISCIPLINARY RECORDS?		Yes	No
2. HAS THE APPLICANT BEEN THE SUB INSTITUTION EITHER ON CAMPUS OR (
separate sheet of paper.)		Yes	
3. IS THE APPLICANT ELIGIBLE TO RET	URN TO YOUR INSTITUTION?	Yes	No
4. HAS THE APPLICANT BEEN SUSPEND INSTITUTION FOR DISCIPLINARY REASO		DRAWN FROM YOUR Yes	No
5. HOW LONG HAS THE APPLICANT ATT	ENDED YOUR INSTITUTION?		
6. TO YOUR KNOWLEDGE ARE THERE A ABILITY TO MAKE NORMAL PROGRESS side or a separate piece of paper.)			reverse
Signature	Date		
Name Printed	Title/Position		
School	Telephone		
Email			

Dean's Form 11/22