



Fairfield
UNIVERSITY

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 each 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 directly to the **Office of Undergraduate Admission, Fairfield University, 1073 North Benson Road, Fairfield, CT 06824.**

Name of Applicant- Last First 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 SUBJECT OF ANY DISCIPLINARY ACTION FOR CONDUCT AT YOUR INSTITUTION EITHER ON CAMPUS OR OFF CAMPUS? (If yes please explain briefly on the reverse side or a separate sheet of paper.) _____ Yes _____ No

3. IS THE APPLICANT ELIGIBLE TO RETURN TO YOUR INSTITUTION? _____ Yes _____ No

4. HAS THE APPLICANT BEEN SUSPENDED, DISMISSED, EXPELLED OR WITHDRAWN FROM YOUR INSTITUTION FOR DISCIPLINARY REASONS? _____ Yes _____ No

5. HOW LONG HAS THE APPLICANT ATTENDED YOUR INSTITUTION? _____

6. TO YOUR KNOWLEDGE ARE THERE ANY FACTORS WHICH WOULD INTERFERE WITH THIS APPLICANT'S ABILITY TO MAKE NORMAL PROGRESS TOWARD HIS/HER DEGREE? (If yes, please explain briefly on the reverse side or a separate piece of paper.) _____ Yes _____ No

Signature Date

Name Printed Title/Position

School Telephone

Email