

This form MUST be completed by a college official who has access to your academic record and your disciplinary record.

Step 1. Complete the applicant section of the form.

Step 2. Give this form to a dean or college official who has access to your academic record.

Step 3. If the person who completes the academic section is unable to complete the disciplinary section, please give the form to a college official who has access to your disciplinary record.

Step 4. The last college official can electronically submit (admission@denison.edu) or mail to Denison University, Office of Admission, 100 West College Street, Granville, Ohio 43023.

Applicant Section

Legal Name _____
Last/Family/Sur *First/Given* *Middle* *Jr., etc.*

Birthdate _____

Address _____

How many college credits have you earned prior to this academic year? _____

How many college credits will you earn this academic year? _____

PRIVACY NOTE: By signing this form, I authorize all schools that I have attended to release all requested records covered under the Family Educational Rights and Privacy Act (FERPA) so that my application may be reviewed by Denison University. I further authorize admission officers reviewing my application, to contact officials at my current and former schools should they have questions about the forms submitted on my behalf.

I understand that under the terms of the FERPA, after I matriculate I will have access to this form and supporting documents submitted by me and on my behalf, unless at least one of the following is true:

1. The institution does not save recommendations post-matriculation
2. I waive my right to access

Yes, I do waive my right to access, and I understand I will never see this form or any other recommendations submitted by me or on my behalf.

No, I do not waive my right to access, and I may someday choose to see this form or any other supporting documents submitted by me or on my behalf to Denison, if Denison saves them after I matriculate.

Signature _____ Date _____

College Official Section

If you have access to the applicant's academic record and disciplinary record, please complete this form in its entirety. If you have access to the applicant's academic record only, please complete the relevant portion of this form, then forward to the appropriate official for completion of the disciplinary questions, asking that official to return the form to Denison after doing so.

Academic Section

College Official's Name _____

Signature _____ Date _____

Title _____ College or University _____

College Official's Telephone (_____) _____ - _____ Email _____

Cumulative GPA: _____ on a _____ scale. This GPA is weighted or unweighted.

Graduation date (if applicable) _____

Disciplinary Section

College Official's Name (if different from above) _____

Signature _____ Date _____

Title _____ College or University _____

College Official's Telephone (_____) _____ - _____ Email _____

1. Is this applicant in good academic standing? Yes No

2. Is this applicant eligible to return to your school? Yes No

3. Is this applicant involved in any pending disciplinary investigations related to academic misconduct or behavioral misconduct that could lead to probation, suspension, removal, dismissal or expulsion from your institution? Yes No

4. Has the applicant ever been found responsible for a disciplinary violation at your school, whether related to academic misconduct or behavioral misconduct, that resulted in the applicant's probation, suspension, removal, dismissal, or expulsion from your institution? Yes No

Check here if you would prefer to discuss this applicant over the phone with a Denison admission representative.