



LETTER OF GOOD STANDING REQUEST FORM

Student Name: _____

Chapman ID #: _____ Phone Number: _____

Number of Letters Requested: _____

Delivery Address:

- 1. _____

- 2. _____

*Please attach additional addresses if necessary

Indicate if any of the following should be included:

- Class Ranking *(released once every academic year at the end of the Spring semester)*
- GPA

Indicate all of the following that apply:

- For Transfer to Another Institution
- For Study Abroad Program*

Students must receive **written, pre-approval from Dean Carey to participate in Study Abroad. Please contact Dean Cianciarulo prior to enrolling in a Study Abroad program, (excluding only Samford University-sponsored programs, which do not require pre-approval).*

Student Signature

Date

Office Use ONLY:

Completed on: _____ Completed by: _____