



**NOVA SOUTHEASTERN  
UNIVERSITY**

**Office of Undergraduate Admissions**

## Transfer Report

### To the Applicant:

This form must be completed by a college official(s) who has access to your disciplinary record at your current or most recently attended college. Please follow these steps to ensure the form is completed accurately and in its entirety.

*Step 1:* Complete all relevant questions below, including the signature statement.

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

Legal Name: \_\_\_\_\_

Last/Family/Sur (as it appears on official documents)

First/Given

Middle (complete)

Birthdate: \_\_\_\_\_  
mm/dd/yyyy

Social Security #: \_\_\_\_\_  
(optional)

Male  Female

Address: \_\_\_\_\_

Number and Street

Apartment #

City/Town

County

State/Province

Country

Zip/Postal Code

College/university you now attend or most recently attended: \_\_\_\_\_

NSU ID (if known): \_\_\_\_\_

*College official(s) - please complete reverse side.*



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**To the College Official (Student Disciplinary Standing):**

Please complete the following information on the applicant's disciplinary record.

College Official Name and Title: \_\_\_\_\_

Email and Phone: \_\_\_\_\_

Institution Name: \_\_\_\_\_

1. Is this applicant eligible to return to your institution?

*If you answer "no," please provide documentation with details.*

Yes  No

2. Has the applicant ever been found responsible for a disciplinary violation at your school, whether related to academic misconduct or behavioral misconduct?

Yes  No

3. To your knowledge, has the applicant ever been convicted of a misdemeanor, felony, or other crime?

*If you answer "yes" to either or both questions, please attach a separate sheet of paper or use a written recommendation to give the approximate date of each incident and explain the circumstances.*

Yes  No

4. I recommend this student: No basis  With Reservation  Fairly Strongly  Enthusiastically

Check here if you would prefer to discuss this applicant over the phone with the Nova Southeastern University Office of Undergraduate Admissions

Please return both pages of this form and accompanying documents by mail to:

Nova Southeastern University  
Office of Undergraduate Admissions  
3301 College Avenue  
Ft. Lauderdale, FL 33314

Or submit via fax at 954-262-3811.

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