



REQUEST FOR LETTER OF GOOD STANDING/CLASS RANK

NAME: _____		STUDENT ID: _____	
PROGRAM: _____	DIVISION: _____	YEAR: _____	

I am requesting:

Letter of Academic Standing

Class Rank Information Sheet (Calculated once a year)

I am requesting the letter via:

In-Person/Pick up at 7th Fl. Admin. Suite

Email (PDF version)

Mail

Recipient Name: _____

Address: _____

Email Address: _____

Reason for request:

Seeking to take course(s) outside the School of Law

Law School in U.S. Graduate School

Study Abroad Other

Name of Institution: _____

Term(s) you expect to attend: _____

Seeking to transfer to another law school.

Name of Institution: _____

Semester you expect to transfer: _____

Reason for seeking transfer to another school:

Other (i. e. moot court, scholarship, writing competition, job, etc.)

Please indicate: _____

Check if applicable:

Yes, I understand that a letter of good standing is not approval to take coursework at another institution. I have or will submit the appropriate request form to take courses outside of the law school and seek approval of classes I want to use towards my degree program.

Student Signature: _____	DATE: _____
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PLEASE ALLOW UP TO 7 DAYS FOR FORMS TO BE PROCESSED.

Questions? Contact us!

Office of Academic Affairs – ublacadaff@ubalt.edu, 410-837-4468, Admin Suite 7th Floor