SOUTHWESTERN UNIVERSITY

College Conduct Report

Section 1: The Applicant

This form is used to check for incidents of possible student misconduct, academic dishonesty, or other concerning student behavior. After completing and signing Section 1, share this form with the Dean of Students Office at the college or university from which you are transferring. Please have the Dean of Students Office scan and e-mail the form to admission@southwestern.edu or return by mail to: Southwestern University, Office of Admission, 1001 E University Ave, Georgetown, TX 78626.

_____

applicant's name (please print)   birth date

_____

permanent home address: street and number   city   state/province   zip/postal code   country

_____

current or most recent college attended   dates of attendance   are you in good standing and eligible to return?

Note: The information submitted in this report is subject to the provisions of the Family Educational Rights and Privacy Act (FERPA). This document will not become part of the applicant's permanent file. Southwestern does not save college official's reports post-matriculation.

I authorize the release of all requested records and authorize review of this document for admission-related purposes.

_____

applicant's signature   date

Section 2: The Dean of Students Office

The applicant named above is considering a transfer to Southwestern University. Please complete section 2 of this form in its entirety. Feel free to provide any additional comments about the applicant or details for each incident of misconduct, if applicable, on a separate sheet. When completed, please scan and e-mail the form to admission@southwestern.edu or return by mail to: Southwestern University, Office of Admission, 1001 E University Ave, Georgetown, TX 78626.

_____

college official's name   title/position

_____

college/university   office telephone number

_____

college/university address   city   state/province   zip/postal code   country

_____

e-mail address

1. Is this applicant in good standing and eligible to return to your college/university?   ○ Yes   ○ No

2. Has the applicant ever been found responsible for a disciplinary violation, whether related to academic or behavioral conduct, that resulted in probation, suspension, removal, dismissal, or expulsion from your institution?   ○ Yes*   ○ No

3. To your knowledge, has the applicant ever been convicted on a misdemeanor, felony, or other crime?   ○ Yes*   ○ No

*If you answered yes to questions 2 or 3, attach a separate sheet with dates and pertinent details for each incident.

Your signature indicates that all the information on this form is factually true and honestly presented.

_____

college official's signature   date