USF
School of Law
Office of the Registrar

University of San Francisco School of Law

# REQUEST FOR LETTER OF GOOD STANDING

Class: 1 2 3 4 LLM

Name_____
*(Please Print)*

Division: Part Full Time

I.D. # | | | | | | | | | # of copies of letter _____

_____ _____
Student Signature Date

I request that a letter of good standing be sent to:

Will pick up Send to address(es) below:

**Address 1:**

_____
_____
_____
_____

**Address 2:**

_____
_____
_____
_____

**Address 3:**

_____
_____
_____
_____

The letter is to be sent for the following reason:

Transfer

Attendance at Intersession/ Summer Session at another university:

Other (state reason):

_____

Students visiting or attending a Summer Session elsewhere may not take (and will not receive credit for) USF required courses or (in the case of Summer Sessions) courses offered concurrently at USF. Courses taken must be graded classroom courses, the grade awarded must be equivalent to a "C" or better, and the unit value transferred can exceed neither the number of units awarded by the institution attended nor by USF for the same course.

**This form must be submitted to the Law Registrar's Office, KN 220**

*Allow a minimum of 3 working days to process this request.*

**Law Registrar Staff:**

Date Received: _____ GPA meets 2.30? **Yes** **No** Completed by: _____ Date Processed: _____