

Dean's Certification Request

Some graduate and professional programs request information regarding an applicant's history of academic standing, academic probation, and/or disciplinary record. For students in the College of Arts and Sciences, the Office of Undergraduate Academic Affairs responds to inquiries regarding academic history. The [Office of Student Conduct](#) (Dean of Students) addresses inquiries regarding behavioral concerns. If your program requests both academic and disciplinary history, each office will provide the relevant information individually. If you are uncertain where to direct your request, please call the Office of Undergraduate Academic Affairs and ensure that you have the text of your program's request handy.

For each form you are submitting, please fill out your information and make sure to sign the waiver authorizing us to release your academic information.

Last Name _____ First Name _____

Student ID Number (10 Digits) _____

Current E-mail Address (IU preferred) _____

Phone Number _____ Date of or expected date of graduation _____

Name of institution requesting information	Application deadline	This form should be:	Mailing or email address of recipient
		<input type="checkbox"/> Sent to the student <input type="checkbox"/> Sent to the institution <input type="checkbox"/> Picked up by student	
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		<input type="checkbox"/> Sent to the student <input type="checkbox"/> Sent to the institution <input type="checkbox"/> Picked up by student	

Please return completed form to:

College of Arts + Sciences Office of Undergraduate Academic Affairs
 coasaado@indiana.edu
 Telephone: 812-855-1647; Fax 812-855-2060

Office use only

GPA: _____ Rank (if graduated): _____

Approximate Rank (if not graduated) based on previous year's class: _____