



# CUNY Special Programs Transfer Request Form

## INSTRUCTIONS

This form is to be completed by the college/program officials only after the student has submitted a Transfer Application. Only one form needs to be filled out for each student even if they are applying to multiple colleges. Please include the student's Application Control Number ("W" Number) from the on-line application and mail the completed form to **General Transfer Admission - CUNY/UAPC, P.O. Box 359023, Brooklyn, NY 11235-9023**

W

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code

Phone Number(s) Home \_\_\_\_\_ Mobile \_\_\_\_\_ Student ID # \_\_\_\_\_

Email Address \_\_\_\_\_

Current College \_\_\_\_\_ SEEK  CD  HEOP/EOP

Original College (if different) \_\_\_\_\_ SEEK  CD  HEOP/EOP

Requesting Transfer to \_\_\_\_\_ SEEK  CD  HEOP/EOP

\_\_\_\_\_ SEEK  CD  HEOP/EOP

\_\_\_\_\_ SEEK  CD  HEOP/EOP

\_\_\_\_\_ SEEK  CD  HEOP/EOP

## COUNSELOR'S STATEMENT

Student has/will receive Associates Degree: Yes  No  N/A

Reason Student is requesting transfer: \_\_\_\_\_  
 \_\_\_\_\_

For Term: Fall 20\_\_  Spring 20\_\_  Currently enrolled? Yes  No  Last Semester Attended \_\_\_\_\_

Number of opportunity program semesters completed as of transfer \_\_\_\_\_ Current CUM GPA \_\_\_\_\_

Counselor's Signature \_\_\_\_\_ Date \_\_\_\_\_

## FINANCIAL AID STATUS

Please indicate the number of semesters this student has received opportunity program financial aid: \_\_\_\_\_

Comments \_\_\_\_\_

Financial Aid Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

## DIRECTOR'S RECOMMENDATION

Student is eligible for opportunity program transfer and I recommend approval of the transfer request.

Student is no longer eligible for SEEK/College Discovery program services.

Student is eligible for opportunity program transfer, but I DO NOT recommend approval of the transfer request for the following reason(s):  
 \_\_\_\_\_  
 \_\_\_\_\_

Director's Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_