Request for Letter of Good Standing / Dean's Appraisal

Also known as a Dean's Certification or Letter of Recommendation, these letters are commonly used by Law and Professional school applicants. Use this form to request up to four (4) Letters of Good Standing. Complete additional request form(s) for more than four.

❑ Official UC Berkeley Letters of Good Standing attached to the accompanying forms (if any) — No Fee

OR

❑ Complete only the accompanying forms instead of the Official UC Berkeley Letters of Good Standing — Special Processing Fee: $10 per form (make checks payable to UC Regents)

How many letters or forms/copies do you need? 1 2 3 4 (use additional requests for more than 4 addresses)

Personal Information

Name (last, first middle) _____

Date of Birth _____

Telephone No. _____

Email Address _____

Attendance Information

Student ID No. _____

Dates of Attendance _____

Graduation Date _____

Degree/Major _____

UC Berkeley School / College _____

I hereby authorize UC Berkeley to draft official Letters of Good Standing or complete the accompanying forms and mail them as indicated below.

Signature _____ Date _____

Address 1

_____

Address 2

_____

Address 3

_____

Address 4

_____

Office Use Only

3rd Party Forms: _____ (x $10 ea.) _____ Date: Staff Initials:

QTY TOTAL FEES

Notes: