



# 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. Mail or Fax a copy to the SEEK/CD Campus Program(s).**

W \_\_\_\_\_ SS# (Last 4): \_\_\_\_\_ OR Emplid #: \_\_\_\_\_  
 First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Apt: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_ Email: \_\_\_\_\_

### College Information

# of semesters

Current College: _____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____
Original College (If different attach original SPTRF): _____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____
Requesting Transfer to: _____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____
_____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____
_____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____
_____	<input type="checkbox"/> SEEK	<input type="checkbox"/> CD	<input type="checkbox"/> EOP/HEOP	_____

**Total Number of Semesters Enrolled in Opportunity Program(s) as of transfer:** \_\_\_\_\_

Transferring for: Fall 20 \_\_\_\_ Spring 20 \_\_\_\_ Currently Enrolled?  Yes  No If No, Last Semester/Year Attended \_\_\_\_\_  
 Current CUM GPA: \_\_\_\_\_ Intended Major: \_\_\_\_\_

### Current College Counselor's Statement

Student has/will receive Associates Degree?  Yes  No  N/A (Expected) Date of Degree: \_\_\_\_\_  
 Reason student is requesting transfer: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Counselor's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print

### Current College Academic Eligibility

The above student met the entering freshman academic criteria for opportunity program eligibility at the time he/she entered college.  
 This document is on file  This is not the student's original college  Name of Admissions Officer: \_\_\_\_\_  
Print  
 Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

### Current College Economic Eligibility

The above student met the entering freshman economic criteria for opportunity program eligibility at the time he/she entered college.  
 This document is on file  This is not the student's original college  Name of Financial Aid Officer: \_\_\_\_\_  
Print  
 Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

### Current College Director's Recommendation

Student is eligible for opportunity program transfer and I recommend approval of transfer request   
 I **DO NOT** recommend approval of transfer request for the following reason(s):   
 \_\_\_\_\_  
 \_\_\_\_\_  
 Director's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print