

COLLEGE REPORT COVER SHEET

FOR COMMON APPLICATION FOR TRANSFER

Instructions for students: Fill out this cover sheet with the accurate information for all schools / programs that require you to submit the College Report. Using the link below, fill out the "To the Applicant" section on the Common Application College Report Form.

Submit this coversheet along with a Common Application College Report Form to the Admissions Virtual Office using the link below.

<https://laccd.craniumcafe.com/group/admissions-and-records-lapc/lobby>

Activate your computer camera and microphone and have a picture ID handy before joining Admissions Virtual Lobby.

Last Name		First Name		Middle Initial	Student ID Number
Address Street		City	State		Zip Code
Maiden or Other Names	First Semester of Attendance		Email Address		Date of Birth
<p>I understand that: The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The information contained in the College Report can only be released to third party with an Authorization to Release Information Form signed by the student (per transaction). I understand that the College Report will be released when this request is submitted and will not be held for grades, petitions or graduation. It is my responsibility to ensure that all grades are posted, any petitions approved and noted on my record, and that I am in good academic standing prior to submitting this request.</p>					
Signature of Student				Today's Date	

Total Number of Copies of College Report Requested:

If requesting more than one College Report, please see page 2 of this form for the mailing address information for the additional programs/schools.

REQUEST #1
SEND TO (school name): _____
ATTENTION TO: _____
EMAIL ADDRESS (must be an official school email address, no personal email): _____
MAILING ADDRESS: _____ _____

COLLEGE REPORT COVER SHEET (Page 2)

Additional copies of College Report Requested

REQUEST #2
SEND TO (school name): _____
ATTENTION TO: _____
EMAIL ADDRESS (must be an official school email address, no personal email): _____
MAILING ADDRESS: _____ _____

REQUEST #3
SEND TO (school name): _____
ATTENTION TO: _____
EMAIL ADDRESS (must be an official school email address, no personal email): _____
MAILING ADDRESS: _____ _____

REQUEST #4
SEND TO (school name): _____
ATTENTION TO: _____
EMAIL ADDRESS (must be an official school email address, no personal email): _____
MAILING ADDRESS: _____ _____