STUDENT REQUEST FORM
(Class Rank, CAS Report, Letter of Good Standing, Unofficial Transcript)

NAME (print): ___________________________________________

CLASS: ________ Class codes are as follows:

LD1 = 1 day  LE1 = 1 eve  LM = LLM
LD2 = 2 day  LE2 = 2 eve  LY = 1st yr MSL College Park
LD3 = 3 day  LE3 = 3 eve  LZ = 2nd yr MSL College Park
LE4 = 4 eve  LS = MSL On-line program

ID# (@000...) [or last four digits of SSN for alumni]: _______________________

LAST SEMESTER/YEAR ATTENDED: _______________________

REQUESTING:

□ CLASS RANK (LD1 & LE1 class rank available after completion of first academic year)

Not applicable for LLM and MSL students

□ COVER PAGE OF CAS REPORT [to include LSAT score(s)]—JD Program ONLY

□ UNOFFICIAL TRANSCRIPT (Grade Report)

□ APPLICATION FOR ADMISSION

LETTER OF GOOD STANDING:

□ FOR ENROLLMENT VERIFICATION

□ FOR PERMISSION TO TAKE COURSE(S) OUTSIDE THE SCHOOL OF LAW

□ FOR TRANSFERRING TO ANOTHER LAW SCHOOL

Addressed to: ___ “To Whom It May Concern”

___ Other: ________________________________

________________________________________

Other specifics which need to be included in letter:

Indicate below the manner in which you wish to receive the requested item(s):

□ In-Person

□ Email: ____________________________________________

□ Phone: ____________________________________________ Class Rank Only

□ Fax: (Recipient’s Name & Number) _____________________________

□ Mail: (Recipient’s Name & Address) ____________________________

SIGNATURE ___________________________________ DATE: ____________________

This form may be returned to the Law School’s Office of Registration and Enrollment by Fax: 410-706-2103; in person; by mail to 500 W. Baltimore Street, Baltimore, MD 21201, Suite 280; or scanned and emailed to registration@law.umaryland.edu. The form must be signed—NO COMPUTER GENERATED OR TYPED SIGNATURE. Questions: call 410 706-2045.

Official Transcript requests must be made to the Office of the Registrar, 601 W. Lombard Street, Suite 240, Baltimore, MD 21201 or http://simsweb.umaryland.edu/. Questions: call 410 706-7480.

This form is NOT for use to obtain an Official Transcript. OR&E 10/18