



## "Student in Good Standing" Sample Letter & Instructions

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### Sample Letter:

(Other College or University) Letterhead

Date

To: Stockton University

Office of Residential Life

Re: (Stude \_\_\_\_\_ rs S A A ry T \_\_\_\_\_ m

Please be informed that (Student's Name) is a (Freshman, Sophomore, Junior, Senior, or Graduate) at (college or university's name), enrolled in (academic program name) and is considered to be a student in good standing.

With this letter I confirm the student is

- 1. In Good Academic Standing Yes \_\_\_\_\_ No \_\_\_\_\_  
Notes \_\_\_\_\_
- 2. In Good Judicial Standing Yes \_\_\_\_\_ No \_\_\_\_\_  
Notes \_\_\_\_\_

In the event you require additional information, please contact the (University Office) at (XXX XXX XXXX).

Regards,

(University Professional)  
(College or University)

### Instructions

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