

# REQUEST FOR LETTER OF RECIPROCITY

Students who complete all lower-division General Education requirements prior to transfer to another UC campus are eligible to receive a Letter of Reciprocity from the Office of the Registrar. Students who have not completed all General Education requirements at the time of transfer must complete the General Education requirements subject to the regulations of the campus to which they transfer (ASR 502).

Students who completed IGETC at a community college are not eligible for a Letter of Reciprocity and should contact the campus to which they are transferring to determine requirement satisfaction.

The Letter of Reciprocity includes satisfaction of University requirements (American History and Institutions and Entry Level Writing Requirement) and lower-division general education requirements.

NAME ON YOUR  
UCSC RECORDS

\_\_\_\_\_

Last

First

Middle

STUDENT ID# \_\_\_\_\_

TELEPHONE # \_\_\_\_\_

E-MAIL \_\_\_\_\_

**SIGNATURE**

**DATE** \_\_\_\_\_

I want to pick up the certificate. (E-mail me when ready.)

Mail certificate to the following address:

\_\_\_\_\_  
Person / Institution

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City / State / Zip Code

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*Office Use*

Checked AIS Date \_\_\_\_\_

Mailed Date \_\_\_\_\_

E-mailed for Pick-Up \_\_\_\_\_

Initials \_\_\_\_\_