



# Clafin University

## Department of Music

### Transfer/Release Form

In accordance with Article VII of the *NASM* (National Association of Schools of Music) Code of Ethics, Clafin University Department of Music does not offer financial awards to transferring students without the written consent of the music executive of the institution in which you are currently enrolled. As such, please review the information supplied below.

#### Instructions:

- Complete Part I yourself;
- Bring this form to the music executive (e.g., department head) at your current institution – requesting that s/he complete Part II;
- Mail to Or Fax this form directly to:

Department of Music  
Clafin University  
400 Magnolia Street  
Orangeburg, South Carolina 29115  
Fax (803) 535-5735

#### Reminder:

- You will not be considered for a financial award until this form has been received.
- Part I and Part II must be completed in their entirety.

#### I. (completed by student)

I confirm here that I am applying for admission to Clafin University Department of Music, and that I am requesting consideration for a financial award, if available, from Clafin University.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

#### II. (completed by music executive)

Per Article VI of the *NASM* Code of Ethics, students are allowed “to make inquiries about study at any institution at any time.” I confirm here that I am aware that the above-named student is pursuing admission into Clafin University Department of Music, and that this student is requesting consideration for a financial award, if available; a release is given to the above-named student to accept such an award, if offered. Currently, this student is \_\_\_\_ / is not \_\_\_\_ / receiving a financial award at our institution.

Name: \_\_\_\_\_ Institution: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_