



Authorization for Official Document Pick Up

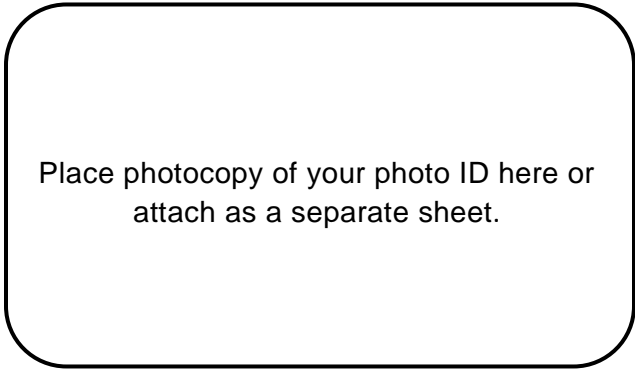
INSTRUCTIONS: You may authorize a third party to pick up your official document for you. Your third party **must appear in person** at Campus 411 All-in-1 (BH 116) **with their photo ID and this form**, completed by you.

STUDENT INFORMATION

Full Name: _____
First *Last*

Student ID #: _____ Phone: _____

Email: _____



SELECT OFFICIAL DOCUMENT(S)

- Diploma Transcript Enrollment Certification
- Other: _____

THIRD PARTY INFORMATION

Full Name: _____
First *Last*

Your third party **must appear in person** at Campus 411 All-in-1 (BH 116) **with their photo ID and this completed form:**

AUTHORIZATION

I, _____, authorize _____
Print Your Name *Print Third Party Name*

to pick up my selected official document(s).

Student Signature: _____ **Date:** _____

Third Party Signature: _____ **Date:** _____

Administrative Use Only:

Verified Third Party Identification Staff Initials: _____ Date: _____