

Dutchess Community College SUNYCard Authorization Form

INSTRUCTIONS: Individual completes **Cardholder Information** section. Authorizing Office completes the remainder of the form. If this is a replacement card or a Community Borrower card, you must pay a \$5.00 fee. When the form has been completed and authorized, take the form, receipt (if fee is paid), and photo identification to the Security Office (S-114) where you will be issued your SUNYCard.

Cardholder Information: _____ (Name) _____ (Address) _____ (City / State / Zip) _____ (Telephone) _____ (SSN)	Type of Card Authorized:(please circle one – see below for Authorizing Office): Staff/Administrator* Full-time Faculty** Adjunct Faculty** Credit-Free Instructor*** Credit-Free Student*** Alumnus**** Community Borrower**** (\$5.00 fee required)	SUNYCard Status: <input type="checkbox"/> Permanent <input type="checkbox"/> Expires On: _____ <hr/> Identification: <input type="checkbox"/> Driver's License <input type="checkbox"/> Driver's <hr/>
AUTHORIZING OFFICE ONLY: _____ (Authorizing Staff Member) _____ (Office) (Ext.) (Date) _____ (Authorizing Signature)	SECURITY OFFICE USE ONLY: Card Issue Date: _____ SUNYCard Number: _____ Issued By: _____ <input type="checkbox"/> Original SUNYCard <input type="checkbox"/> Replacement Card	