



THE UNIVERSITY OF TEXAS AT DALLAS
 International Student Services
 PO Box 830688 MC 36, Richardson, Texas 75083-0688
 (972) 883-4189 FAX (972) 883-4010

With few exceptions, you are entitled on your request to be informed about the information U.T. Dallas collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. Dallas correct information about you that is held by us and is incorrect.

Your Social Security Number (SSN) or UTD Identification number is being requested because it is a unique identification number which is maintained for the purpose of verifying student identification. The disclosure of such information is voluntary. Disclosure of your Social Security number or UTD Identification number will be governed by the Public Information Act (Chapter 552 of the Texas Government Code).

DOCUMENT RELEASE FORM

This form must be turned into the International Student Services Office of the The University Of Texas At Dallas or faxed to 972-883-4010. This form is not considered valid unless all information is filled in correctly and the form is signed.

To be completed by the student:

Name: _____
 Student ID number: _____
 Email address: _____
 Phone number: _____
 Name of the person who will pick up: _____
 Document to be picked up (only this will be released): _____

I request and authorize the person named above to pick up the above named document on my behalf. I hereby release The University Of Texas At Dallas of any responsibility of assuring the safety of the document.

Signature: _____ Date: _____

To be completed by the authorized person:

Name: _____
 Phone number: _____
 Email address: _____

I hereby accept the responsibility for the document stated above and ensure its safety until it reaches the student.

Signature: _____ Date: _____