



ADMISSIONS & RECORDS OFFICE  
PICK UP PERMISSION FORM

Please Note: You must download this form before completing, then save to desktop and attach to email.

STUDENT INFORMATION

- 1. Forsyth Tech Student ID# or Date of Birth \_\_\_\_\_
- 2. Name (as it appears on your college record) \_\_\_\_\_

PICK UP PERMISSION

Check one of the following:

- Forsyth Tech Diploma
- Official Copy of Forsyth Tech Transcript

I allow the following to pick up my document (record first and last name below):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Type name if emailing form from your Forsyth Tech email account. Otherwise, a handwritten signature is required.

Email completed form to records@forsythtech.edu or  
mail to Forsyth Tech, Admissions and Records Office, 2100 Silas Creek Pkwy, Winston Salem NC 27103