

## Unreturned Badge Form

(Reference: [UTHealth HOOP Policy No. 148](#))

UTHealth School of Public Health graduation candidates and graduates who do not have a UTHealth badge must complete and return an original copy of this **form** along with the **\$25.00 (cash only) non-refundable** unreturned badge fee to the **Office of Academic Affairs and Student Services, RAS E201**. Failure to do so will result in a hold on your account barring degree verification.

Student ID

Graduation semester/year

Last name

First name

Home/Personal email address

Primary phone number

.....

I cannot return my badge for the following reason:

Lost or stolen - not reported, did not obtain new badge

Lost or stolen - reported, did not obtain new badge

I never obtained a UTHealth badge

*Lost or stolen and reported only*-name of UTHealth department where reported:

.....

*By signing below, I affirm the following: the information I provided above is true, I will pay the \$25.00 (cash only) non-refundable unreturned badge fee or a hold will placed on my account, the badge is the property of UTHealth, and if recovered, I will immediately return it to the School of Public Health and will not use it for any purpose or permit use by any other parties.*

Signature

Date

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### Office of Academic Affairs and Student Services Staff Only

Form received by (print name and initial):

Date

Payment received by (print name and initial):

Date