

Houston Campus Unreturned Badge Form

[UTHealth HOOP Policy No. 148](#)

Houston campus School of Public Health graduation candidates who do not have a UTHealth badge must send the completed form to sphgraduation@uth.tmc.edu AND:

-Entry spring 2020 or prior: Pay the \$25.00 non-refundable unreturned badge fee. See instructions below.

-Entry after spring 2020 (after all virtual classes began) or online MPH Epidemiology or Healthcare Management: No badge--fee waived after our office confirms. Received badge--pay the \$25.00 non-refundable unreturned badge fee. See instructions below.

Student ID

Graduation Semester and Year

Last Name

First Name

Home/Personal Email Address

Primary Phone Number

I cannot return my badge for the following reason:

Make out the \$25.00 check or money order to "UTHealth".

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

Send the check or money order using a service with delivery confirmation and signature required to:
UTHealth SPH Graduation
1200 Pressler St RAS E-201
Houston, TX 77030

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

**Department where reported*

I never obtained a UTHealth badge

- Fee required if started spring 2020 or prior
- Fee waived if started after spring 2020 or in fully online program and badge status confirmed

Email the tracking number to sphgraduation@uth.tmc.edu.

By signing below, I affirm the following: the information I provided above is true; if applicable, I will pay the \$25.00 non-refundable 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.

Student Signature

Date

Office of Academic Affairs and Student Services Staff Only

Form received by

Date

Payment received

Fee waived

Date