

DOCUMENT REQUEST FORM

Submit this completed form to the Registrar's Office at lawregistrar@barry.edu

BARRY ID#: _____

LAST NAME: _____ FIRSTNAME: _____

BARRY EMAIL: _____ PERSONAL EMAIL: _____

CELL PHONE #: _____

- Current Student: DIVISION: ___ Full-time ___ Part-time CURRENT STATUS: ___ 1L ___ 2L ___ 3L ___ 4L
- Graduate: List Graduation Date _____
- No Longer Enrolled: List Date of Attendance _____

I AM REQUESTING THE FOLLOWING DOCUMENT(S): **Document requests not claimed within 30 days of printing will be discarded and must be reordered. Please allow 2-3 business days to process your request.*

*****Copy of Law School Applications require Photo ID and cannot be emailed.***

- Letter of Academic Standing Certificate of Enrollment Copy of Law School Application**
- Class Rank (___ Hold for final term grades ___ Use last semester's class rank)

CHOOSE METHOD OF DELIVERY:

- Pick up in person on the following date and time: Date _____ Time _____
- Emailed to the following: Email Address: _____
- Mailed to the address listed: Name: _____
Address: _____
City: _____ State: _____ Zip: _____

Acknowledgement:

I understand that my document request will be delivered via the method I selected, and that any holds currently on my law school record will prevent release of my document request(s).

Signature: _____ Date: _____

OFFICIAL USE ONLY:

- Pick-up (Photo ID Presented _____) Emailed Mailed

Date Processed: _____ Processed By: _____