

# **Degree documentation third party permissions form**

Undergraduate Degree documents for students graduating in Summer 2024 will be available to collect from The Roundhouse between 9am – 6pm from Monday 15th July to Friday 21st July 2024.

If you would like to arrange for someone else to collect your documents on your behalf, you will need to **complete this form and submit it from your Lancaster University email account to alumnidocument@lancaster.ac.uk before Friday 12th July 2024.**

The person you are nominating to collect your documents will need to bring a copy of this form and ID to the collection point.

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| --- | --- |
| Students full name |  |
| Students ID card number |  |
| Students date of birth |  |
| Third party’s full name |  |
| Third party’s student ID card number |  |

**We will only accept this form from the student granting permission for a third party to collect their documents.**