



**AMERICAN UNIVERSITY OF BEIRUT**  
**REGISTRAR'S OFFICE**

**AUTHORIZATION RELEASE FORM**

In order for a third party to pick up your transcript, certificate or degree, you must provide the Registrar's Office with:

1. An authorization release form which includes your name, your signature, and the name of the person who will be picking up the document.
2. A copy of your passport or ID.

The authorization release form may then be faxed to the Office of the Registrar at 961 1 744469 or submitted to the Registrar's Office.

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I, \_\_\_\_\_, allow Ms./Mr. \_\_\_\_\_

to pick up my

- Transcript
- Certificate
- Degree

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**This form is not valid unless a copy of the passport/ID is attached.**

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**For use of third party :**

I, \_\_\_\_\_, picked up the documents  
requested above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_