

## **Delete Authorized Signature**

Office of the Registrar, University of Memphis, 003 Wilder Tower / registrar@memphis.edu

To **DELETE** a person from your current Authorized Signature List:

1. Fill out the data requested on this form.
2. Obtain the proper signature.
3. E-mail the completed form to registrar@memphis.edu.

If you have questions, please call Student and Faculty Services (901) 678-2810.

### **Information on Person to be Deleted:**

College/School/Unit: \_\_\_\_\_

Name (Last, First M): \_\_\_\_\_

### **Authorized By:**

**Appropriate undergraduate or graduate Dean/designee must sign to authorize signature deletion the above-named individual.**

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

Title: \_\_\_\_\_

Signature / Effective Date: \_\_\_\_\_ / \_\_\_\_\_