

East Georgia

STATE COLLEGE[®]

Augusta Campus-Staff/Faculty Clearance Form

Employee Name: _____

Employee ID Number: _____

Please obtain the appropriate signatures from each Augusta University Department listed below.
After all signatures have been obtained, take this form to the Augusta Campus Front Office,
located in Galloway Hall Room 201.

Department	Location	Signature	Date
Key Control (Monday - Friday 7AM to 3PM)	Annex I (1499 Walton Way)		
Parking Office	Annex I (1499 Walton Way)		
JagCard	Annex I (1499 Walton Way)		

Received by East Georgia Augusta Staff

Print Name: _____

Signature & Date _____