

AUTHORISATION FORM
(For Return of ITE Graduation Attire)

Graduand Details	
Full Name of Graduand	
Last 4 Alphanumeric Characters of Student ID. (e.g. XXXXX655A)	
Last 2 digits of Registered Address Postal Code (e.g. XXXX56)	
College (Please circle one)	ITE College Central / ITE College West / ITE College East
Authorised Person Details	
Authorised Person Full Name	
Relationship to Graduand	
Authorisation Declaration I, the undersigned Graduand, hereby authorise the above-named person to return the ITE Graduation Attire and Collect my Rental Deposit on my behalf.	
Graduand Signature	
Date	

The authorised person must present the following documents when returning the ITE Graduation Attire:

1. Duly Completed Authorisation Form (Return of Graduation Attire); and
2. Your Hardcopy Rental Receipt, in order to collect your Rental Deposit.

Note: Failure to produce the Hardcopy Rental Receipt will result in the forfeiture of your full Rental Deposit.