



**GREAT FALLS
COLLEGE**
MONTANA STATE
UNIVERSITY

Business Office
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Great Falls College Montana State University

I.D. CARD AUTHORIZATION FORM

(To be completed by AUTHORIZED OFFICIAL at GFC MSU)

Once completed, please present this form to the Student Central

Today's Date: _____

Name: _____

Department: _____ Department Index #: _____

Payroll I.D. #: _____

Position: _____

All signatures are needed before an ID can be issued:

Employee Signature **Date**

Department Head Signature **Date**

Dean or Authorized Designee Signature **Date**

A one-time \$3 fee will be charged to the appropriate department index .

Updated 9/2023