

## Billing Statement Request

Georgia Institute of Technology  
Bursar's Office, Atlanta, GA 30332-0255  
[bursar.ask@business.gatech.edu](mailto:bursar.ask@business.gatech.edu), Fax 404-894-5536

Please fill out the form completely and be sure to include your signature.  
You may fax, mail, or scan/email the form back to our office. Please allow up  
to 3 business days for the request to be processed.

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### **PERSONAL INFORMATION**

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

PRINT NAME AS IT APPEARS ON GEORGIA TECH RECORDS

GT ID #: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Semester(s) to be included: \_\_\_\_\_

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### **Billing Statement Order Information**

\_\_\_\_\_ Will pick-up at the Bursar's Office

\_\_\_\_\_ Mail to \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Other (please explain) \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date