

Key Issuance Signature Authority
TTUHSC Campuses

Instructions: Per HSC OP 61.24, authorized key Issuance approval signatures of either a department/division chairperson or administrator must be kept on file for reference and verification purposes. Please fill out this form in its entirety, specifying the individual(s) who are authorized to approve issuance of keys for your assigned area.

Please note: masters, grand masters, common areas, and outside entrance door keys will be evaluated per HSC OP 61.24.

The following individual(s) are granted signature authority for issuance of keys for the areas assigned to:

