

NAME *(Please print legibly)*

Blue Book/Paper Claim Form

This form should be used to claim exam blue books, take home exams, Examsoft papers, and final papers.

- All information must be written legibly and completely. Incomplete or illegible forms may take longer to process.
- Requested blue books or exams may be picked up from the Law School Registrar's Office **one week** after the form is submitted.
- Students will be asked to present their GGU photo ID card at time of pick-up.
- Blue books and papers will not be released until all of the grades for that term have been recorded.

DATE

TERM *(Submit a separate form per term)*

EXAM # *(Required)*

REGISTRAR'S NOTES	COURSE	INSTRUCTOR	SECTION	RECEIVED <i>(for administrative use)</i>