



Copy of Certificate

Submit completed Copy of Certificate form with a \$20.00 non-refundable fee to the Registration Office in Building 8 at Lively Technical College, 500 North Appleyard Drive, Tallahassee, FL 32304, 850-487-7400 (office) or (fax) 850-487-7630. The form can also be emailed to Jamesia Shattles at shattlesj@leonschools.net. **Please be aware personal checks are not accepted.**

Registration is open Monday - Friday, 8:00 a.m. until 4:00 p.m. Processing may take up to ten days to complete.

PLEASE PRINT				
Last Name:		First Name:		MI:
Name if different while attending Lively Technical Center				
Last Name:		First Name:		MI:
Social Security #:		Date of Birth:		
Mailing Address:		City:	State:	Zip:
Home Phone Number: (____) ____ - ____	Work Phone Number: (____) ____ - ____	Cell Phone Number (____) ____ - ____		
Date of Attendance:			Completed: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Program:			<input type="checkbox"/> Day <input type="checkbox"/> Evening	
Signature:			Date:	
<input type="checkbox"/> Mail	Mail to: _____			
<input type="checkbox"/> Pick Up	_____			
OFFICE USE ONLY				
Completed By:			Date:	

There is a \$20.00 fee for **each** requested copy.
 There is no guarantee documents prior to 1998 will be located.