



Dallas County Community College District

Higher Education That Actually Gets You Hired

Request for Emeritus Business Cards

We would like to commend you for your dedicated service of 10 or more years to the students of Dallas County. Please complete the information requested below and return this form as directed at the bottom of this form. Upon confirming your eligibility, 1 box of 500 business cards with the Emeritus designation may be provided at no cost to you.

Please note: The policy for the acquisition of emeritus business cards has been revised. As of September 1, 2018, **new retirees only** will have 30 days from their retirement date to place a one-time order of cards. We are not able to place orders retroactively. Any requests which do not meet these criteria will not be fulfilled.

Name: _____

Address (for mailing): _____

City: _____ **State:** _____ **Zip:** _____

E-Mail: _____ **Date of Retirement:** _____

Phone: _____

Check if: **Faculty** **Administrator**

PLEASE NOTE: Business Cards will ONLY include name, e-mail address, phone number, and emeritus designation. Titles and home campus will not be included

Return this form by mail to
Gina Daniel, Retiree Liaison
Chancellor's Office, 1601 S. Lamar St.
Dallas, TX 75215
or via email at gdaniel@dcccd.edu

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