

The High School or District Administrator has full access to GAfutures and STARS. The Postsecondary Institution Administrator has full access to GAfutures and SURFER. Administrators provide access to Institutional Users. An authorized official of the postsecondary institution/school/district must sign the form. To submit the form by email or fax, see information below. Upon receipt of your request form, the Administrator or District Administrator will receive an email with access information to GAfutures.

Postsecondary Institution/School/District Name		Federal School Code or CEEB or District Number	
Address		Username	
		<p>Check one: I have a GAfutures username. It is: _____ I do not have a GAfutures username. Please create one for me.</p>	
Administrator Name		Title	
Direct Telephone Number		Email Address	
*Name of Authorized Official of Institution		Title of Authorized Official of Institution	
* Signature of Authorized Official of Institution		Date	
Postsecondary Institutions Submit Form:		High Schools & Districts Submit Form:	
<p>Scan and Email: garym@gsfc.org Fax: 770.724.9249 Contact: Student Aid Services Gary Mann, 770.724.9039</p>		<p>Scan and Email: trex@gsfc.org Fax: 770.924.9370 Contact: Transcript Exchange (TrEx) Support 800.505.GSFC ext. 3507</p>	

*Must be different from Administrator