



# Diploma Reprint Request

## 1. Student Information

<i>First Name</i>	<i>Middle Name</i>	<i>Last Name</i>	<i>Maiden/Former Name</i>
<i>SSN or Student ID #</i>	<i>Birth Date</i>	<i>Cell Phone</i>	<i>Email Address</i>

Note: The name printed on the diploma will reflect the University's official records. If you are requesting a different name, please provide a copy of your driver's license and check the "change requested" box.

**Change requested:** Please change my official contact information to reflect all information given above.

## 2. Name to Appear on Diploma:

## 3. Degree Information

<i>Level of Completion (i.e. B.S. / M.A.)</i>	<i>Year and Month of Graduation</i>
<i>Title of Program (i.e. English, Intercultural Studies)</i>	

Reissued diplomas adhere to the current format, and they bear the signatures of the current university officers, NO EXCEPTIONS. A reissue statement appears on all reissued diplomas.

## 4. Request Details

\$40.00 per copy #  **copies requested**

## 5. Delivery Method

Standard USPS     Express USPS\*     International Shipping\*

<i>Name</i>	<i>Address</i>		
<i>City</i>	<i>State/Province</i>	<i>Zip</i>	<i>Country</i>

\*Express and international shipping costs apply.

Hold for pick-up from the Registrar's Office.

## 6. Signature

Office Use Only
ID #
Amount billed
Payment received

## 7. Payment Information

# of diploma(s):     Shipping costs:     Total:

<input type="radio"/> Visa	<i>Credit Card Number</i>	<i>Expiration Date</i>	<i>Credit Card Signature</i>
<input type="radio"/> MasterCard			
<input type="radio"/> Discover Card			