

REQUEST FOR DUPLICATE DIPLOMA

Graduates of the University of Minnesota may order multiple copies of their diplomas for \$15 per copy. Duplicate diplomas can be ordered only after the original diploma is received and are mailed three weeks from receipt of order.

To fill in this form online, place the text tool in a field and type. Print the completed form to add the required signature.

NAME AS IT IS TO APPEAR ON THE DIPLOMA (please print clearly) <i>If you are requesting a diploma name that differs significantly from the name on your records, you must submit documentation. For more information, contact the Office of the Registrar, 612-624-9720.</i>			
first:	middle:	last:	ID number or SSN
address (line 1)			Date of birth
address (line 2)			
city		state	zip
daytime phone number		e-mail address	

Diploma #1

college of graduation	degree	honors	graduation date
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Diploma #2

college of graduation	degree	honors	graduation date
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Diploma #3

college of graduation	degree	honors	graduation date
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Requests will not be processed without payment. Send check or money order payable to the University of Minnesota, or provide credit card information (MasterCard, Visa, Discover, Diner's Club, AmEx) with card number and expiration date. NOTE: Overpayments of \$5.00 or less will *not* be refunded.

Payment amount (pay \$15 per diploma): \$ _____	
Payment method (check one): <input type="checkbox"/> Cash <input type="checkbox"/> Check or money order payable to the University of Minnesota <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Diner's Club <input type="checkbox"/> Discover Card <input type="checkbox"/> AmEx Account #: _____ / _____ / _____ / _____ Expiration date: ____ / ____	
student signature	date

Mail request and payment to:

Diplomas, University of Minnesota, 130 Coffey Hall, 1420 Eckles Avenue, St. Paul, MN 55108

Fax request (if paying by credit card) to: 612-624-4943



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