

DUPLICATE DIPLOMA ORDER FORM

- ★ Duplicate Diploma Fee must be paid to the Business office **before** submitting this form.
Mail to 700 University Blvd. MSC 102 Kingsville, TX 78363
- ★ Diplomas take 6-10 weeks to arrive.
- ★ Diplomas are ordered once a month.

STUDENT'S OFFICIAL NAME: _____

SOCIAL SECURITY #: _____

DATE OF GRADUATION: _____

DEGREE RECEIVED: _____

REASON FOR SECOND DIPLOMA (check one):

Original diploma lost: _____

Original diploma destroyed: _____

Desire second copy: _____

Other: _____

MAIL TO: _____

Or Call: _____ to pick up.

DO NOT WRITE BELOW THIS LINE:

Confirmation of Degree:

Date Degree Awarded: _____

Degree Awarded: _____

G.P.A. (For Honors): _____

TO BE COMPLETED BY BUSINESS OFFICE

Duplicate diploma fee: _____

Date Paid: _____

Receipt No.: _____

Initials: _____