



Enrollment Services Center • 2641 Kennedy Blvd • McDermott Hall
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 Phone (201) 761-6050 • Fax (201) 761-6051



DIPLOMA REPLACEMENT FORM

Fee: \$16 per diploma ordered. • Processing time: 6-8 weeks.

SSN / SPIRIT ID # _____

1. NAME – AS IT WILL APPEAR ON DIPLOMA – PRINT LEGIBLY

*Last Name _____ First Name _____ Middle _____

* This must be your legal name – attach documentation if the name you provide does not match our records. Please be specific regarding accents and spacing. Middle name or initial is optional.

Former / Maiden Name(s) _____

Phone _____ Email Address _____

2. PAYMENT OPTIONS

- Cash (for in person transactions only) or Money Order Check No. _____
 Credit Card No. _____ Exp.Date / Vcode _____

3. DEGREE AWARDED

- Associate of Science (AS)
- Associate of Arts (AA)
- Associate of Applied Science (AAS)
- Bachelor of Arts (BA)
- Bachelor of Science (BS)
- Bachelor of Science Nursing (BSN)
- Bachelor of Professional Studies (BPS)
- Bachelor of Business Administration (BSBA)
- Master of Arts in Education (MAED)
- Master of Business Administration (MBA)
- Master of Science in Accountancy (MSA)
- Master of Science Nursing (MSN)

Major(s) _____

Date of Degree _____

All diplomas for graduation dates of December 2006 or after are printed in English. Diplomas for graduation dates prior to December 2006 are printed in Latin unless otherwise indicated here.

Latin English

4. DELIVERY OPTIONS

Pick up or Mail (Complete address below)

Street Address		
City	State	Zip

Would you like to update this to your permanent address?

5.

Signature _____ Date _____

Office Use:	
<input type="checkbox"/> IASU	<input type="checkbox"/> PERC