

## Diploma Replacement Form

Complete and submit this form to request a replacement copy of your diploma. A \$10.00 fee is charged for a replacement diploma. Allow a minimum of 2-3 business days for processing.

**Note:** The name entered on this form must match the name in our in our system. If the names are not the same, you will be asked to submit name change paperwork and your diploma request may be delayed. Replacement diplomas will be printed in the current style of Dunwoody diplomas, with signatures of the current administration. A replacement diploma will not be issued if you have a balance on your Dunwoody account.

Student Information (required)		
First	Middle	Last
Name used while attending (if different than current)	Middle	Last
First		
ID Number (if known)	<b>*Date of Birth (required - mm/dd/yyyy)</b>	<b>*Social Security Number (required - 000-00-0000)</b>

Section A. Program Information	
Program Completed	Date of Graduation

Section B. Delivery Method
<input type="checkbox"/> Mail to below address
<input type="checkbox"/> Registrar's Office Pick-up

Section C. Recipient Address		
First	Middle	Last
Mailing address - Number / Street		
City, State and Zip Code		

Student Signature:

Date: