



Diploma Replacement Order Form

Student Information

In accordance with the Family Educational Rights and Privacy Act, only the individual earning the diploma can request it. By signing this form I vow that I am the student referenced below.

Student Name: _____ Student ID: _____
First Middle Last

Signature: _____ Date: ____ / ____ / ____

Name(s) used while a student: _____

If your name changed after graduation and you would like this diploma to reflect your new name then a change of name form must be provided with this request. Email registrar@shorter.edu to obtain that form.

Last four of SSN: ###-##-____ Phone Number: (____) ____-____

Email Address: _____

Degree and Major Earned: _____

Graduation Month and Year: _____

Order Details

The cost of diploma replacement is \$50 per diploma. Please make check or money order payable to Shorter University.

Diploma replacement calculator: # of replacement diplomas _____ multiplied by \$50 = total cost: \$ _____

Shipping Address: _____
Street City State Zip

Registrar's Office Use Only

____ / ____ / _____ date printed
____ / ____ / _____ date mailed
_____ processor initials