

Replacement Diploma Request

A replacement diploma can only be issued if the original diploma has been irretrievably lost or destroyed. This form is to be prepared and returned to the Registrar by the applicant whose diploma has been lost, destroyed, stolen or damaged.

Name: _____
Print or type your name as it appeared on your diploma.

Degree: _____ Date of Graduation: _____

Current address: _____

Telephone number: _____

Email address: _____

Note: An attempt will be made to duplicate your original diploma as nearly as possible: the word "Duplicate" will appear on the face of the duplicate diploma. A duplicate diploma cannot be issued in a name other than under which it was conferred originally. The copy submitted will be retained in our files.

AFFIDAVIT

I affirm that, to the best of my knowledge and belief, my diploma has been:

Insert: lost, destroyed, stolen, or damaged

I, therefore, request the Registrar's Office of Governors State University to issue a replacement diploma.

I have enclosed a check or money order for \$25 made payable to "Governors State University", in payment for a replacement diploma.

Notary signature and seal:

Sworn to before me this: _____ day of _____ 20____.

Notary Public Signature

My commission expires: _____

Signature of Applicant **Date:** _____

Office of the Registrar:

Processed by: _____ **Date:** _____