

SUNY MORRISVILLE

— EST. 1908 —

REPLACEMENT DIPLOMA REQUEST FORM

Replacement diplomas are reissued for a fee of \$25.00. Diploma covers are an additional \$15.00. Please include check or money order made payable to SUNY Morrisville. Credit card/debit card payments can be made by calling Student Accounts at 315-684-6069. Complete the information below, and return this form with payment to Registrar's office.

Please print your name clearly as it will appear on the diploma:

Name: _____
First Middle Last

Former/Maiden Name: _____

(If you are requesting a diploma in a name other than the one in which your diploma was originally issued, you must provide documentation of name change e.g., copy of a marriage certificate, divorce decree, etc.)

Date of Birth: _____

Major: _____ Degree Awarded: _____ Date Awarded: _____

Contact Phone Number: _____ Email for digital diploma: _____

Address to which the diploma should be sent:

(Once your replacement request has been processed, you will receive an email to confirm your mailing address. You will have 72 hours once you receive the email to validate or make any changes to this address.)

Street/P.O. Box Apt. No City State Zip

Signature Date

RETURN REQUEST TO:

SUNY Morrisville
Office of the Registrar
P.O. Box 901
Morrisville, NY 13408

For Office of the Registrar Use Only:

President: _____

Reissued: Yes ___ No ___

Degree: _____

Honors: _____ Date of Degree: _____

Requested by: _____ Date: _____