



# SNOW COLLEGE

REGISTRAR

## Diploma Order Form

### Instructions.

1. This form is to order replacement diplomas in the case the diploma mailed after graduation is damaged or otherwise lost.
2. Please print or type all information so it appears correctly on your diploma.
3. Fill out the form completely and sign it.
  - a. Please provide the "Student Name" that is in our records. If you have changed your name since graduating and want the new name on the diploma, (i) fill out the "Current Name" field below and (ii) provide proof of name change (marriage certificate, court order, etc.).
4. After this form is completed, please take it to the Registration window and pay the second diploma order fee. The fee is usually \$15 for a second diploma, but if the diploma is sent internationally, there will be additional mailing costs you will need to pay.

### Graduate's Information.

Student's Name: \_\_\_\_\_

ID #: \_\_\_\_\_

Current Name: \_\_\_\_\_  
(Please print your name as you want it to appear on your diploma)

Date of Birth: \_\_\_\_\_

Year Graduated: \_\_\_\_\_

Degree: \_\_\_\_\_

Email: \_\_\_\_\_

Diploma Address: \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_