



# Duplicate Diploma Request Form

## DIPLOMA INFORMATION

Name (as it should appear on your diploma): \_\_\_\_\_

All information will be verified against UNMC records for accuracy. NOTE: A diploma cannot be issued with a name not in our database. If your name has changed since graduation and you would like that name on your diploma, please send in a copy of an official document (driver's license or marriage certificate, etc.) with your new last name so we can update our student database.

Current Phone Number: \_\_\_\_\_

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

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

Date of Degree: \_\_\_\_\_

Domestic diplomas are mailed via USPS and require a signature for delivery. If your mailing address is outside of the US, you will need to order a prepaid shipping label (<https://study.eshipglobal.com/> - Click on Student/Scholar Login).

Mailing Address to Send Diploma:

## SIGNATURES

Print this form, then physically sign it. A Notary must also physically sign the form and affix the notary stamp.

Your Signature: \_\_\_\_\_

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

Signature of Notary: \_\_\_\_\_

Notary Stamp:

## PAYMENT INFORMATION

The charge for a duplicate diploma is \$30.00. [Make your payment online via cashnet](#). This form will not be processed if payment is not received first.

## UNIVERSITY USE ONLY

Approval Signature \_\_\_\_\_ Date \_\_\_\_\_

