



Duplicate Diploma Request Form

OFFICE OF THE REGISTRAR

Name (when attending Loras College): _____
Last First MI

Name changes (since your attendance): _____

Name (as it will appear on diploma): _____
Last First Middle or Middle Initial(s)

NOTE: If you are indicating a name change please enclose a photocopy of one form of legal documentation (i.e., driver's license, marriage certificate, court documents, etc.) verifying the new name.

The name you attended under will remain on your permanent record

Present address: _____
Number of Street Apartment #

City State Zip

Daytime telephone: () _____
Area Code

Diploma mailing address: _____
(if different than above) Number of Street Apartment #

City State Zip

Type of Degree awarded: _____ Date received: _____

Birthdate: _____

Student's Signature **Date**

Please note that your new diploma will be processed on current stock and style of paper which will include signatures of current officers. The charge for a new diploma is \$35.00. Your check or money order should be made payable to Loras College. Please allow one to three weeks for delivery. If you have any questions call (563) 588-7106.

To receive a duplicate diploma, return this form, along with your payment to:

**Loras College
Registrar's Office
1450 Alta Vista St.
MAIL #1
Dubuque, IA 52001**

I would like an official transcript to be included with my Duplicate Diploma order. (Add \$10)

Yes No

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