

## ***Diploma Release Form***

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**NAME:** \_\_\_\_\_ **VU ID #** \_\_\_\_\_ **Graduation Date:** \_\_\_\_\_  
(PLEASE PRINT) (IF AVAILABLE) *Month / Year*

- I would like to pick up my diploma  I walked in the graduation ceremony and do not need a case
- Mail my diploma to the following address:  I need a diploma case.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DUPLICATE DIPLOMA - \$50.00** **DESIRED PAYMENT METHOD:** \_\_\_\_\_

IF YOU NEED THE DUPLICATE DIPLOMA TO BE CERTIFIED FOR USE OUTSIDE OF THE COUNTRY, PLEASE CONTACT THE REGISTRAR'S OFFICE FOR ADDITIONAL FEES AND IMPORTANT INFORMATION.

**PLEASE NOTE:** DIPLOMAS ARE SENT BY EITHER CERTIFIED OR REGISTERED MAIL. POSTAGE FOR THE INITIAL MAILING IS FREE, HOWEVER IF THE DIPLOMA IS RETURNED UNDELIVERABLE, THERE WILL BE A FEE FOR MAILING IT A SECOND TIME.