



# UNIVERSITY of ALASKA SOUTHEAST

## REQUEST FOR REPRINT DIPLOMA

Student ID: \_\_\_\_\_ Name: \_\_\_\_\_

Birthdate: \_\_\_/\_\_\_/\_\_\_ Email: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Degree: \_\_\_\_\_ Date awarded: \_\_\_\_\_

Student Signature: \_\_\_\_\_

### Important information

- The name on your diploma/transcript will be the official name on file with the university at the time of printing: first name, middle initial, last name. We will print full middle names and maiden names on diplomas only upon request.
- Graduates wishing to order a replacement diploma for a change of name must complete a Change of Personal Information form and have your name officially changed on university records prior to submitting this request.

### Cost information

- \$25 per replacement diploma, including certificates and OECs.

### Order information

I would like to order \_\_\_\_\_ replacement diploma (s) for the degree specified above

Check one:

I will pick up my diploma from UAS Juneau Registrar's office

I would like my diploma mailed to the address above

Should any country require that your diploma have an apostille, we can certify and notarize your diploma. We can mail your diploma to the Lieutenant Governor of Alaska for process or we can mail it to you for processing.

I would like the diploma notarized

Mail diploma to address above  Mail to Lieutenant Governor of Alaska.

### Payment Information:

Check- Make payable to the University of Alaska Southeast

Credit Card- UAS Registrar's Office will send an online payment link to the email above.

Do not send cash