Request for Master's and/or Doctoral Diploma Reprint

SIU CARBONDALE | SOUTHERN ILLINOIS UNIVERSITY **GRADUATE SCHOOL**

Student Name on University Records:

First: _____ Middle: _____ Last: _____

Dawg Tag: _____ E-mail: _____ Phone: _____

Graduation Semester: _____   Graduation Year: _____

Degree Awarded: _____ Major: _____

Authentication Required:

☐   Yes

☐   No

> When an applicant needs to authenticate a diploma for use in a country other than the USA, the authorities in those countries typically require students' records to be certified by the school or university and then authenticated by the State via an Apostille or Certificate of Authority. If you plan to frame a diploma, authentication is not recommended as the notary stamp on the back may bleed through to the front of the diploma.

How do you want to receive diploma reprint?   __ Mail   __ Pick-up

Address to mail diploma reprint to (if applicable): _____

_____

Comments or Questions: _____

_____

Signature: _____ Date: _____

Payment Information

A **$25.00** reprint charge is required for each diploma reprint. Please do not send cash. A check or money-order made payable to SIU must accompany your reprint request. Submission of payment is non-refundable. Please be sure that all financial obligations with the university have been settled, as a Bursar hold will prevent the release of a diploma reprint.

How many copies are you ordering? _____ copies. Amount enclosed $ _____

For Office Use Only

Date Received: _____   Processed by: _____

Date Reprint(s) Ordered: _____   Date Mailed/Given to Graduate: _____