Pending Graduates: Use this form to enter/change your diploma information after the online signup at http://graduation.unm.edu has closed.

Name: _________________________________________________ UNM ID: _______________________________

Email: _________________________________________________ Phone: ________________________________

Awarding College:________________________________________ Degree:_______________________________
(Arts & Sciences, Education, etc.) (BA, PHD, etc.)

Name to appear on diploma: __________________________________________________________________________
(see name policy below)

Mail diploma to: ____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

OR
____________________________________________________________________________________

Pick up diploma

Diplomas are held for pick up within 10 working days from the date your degree is posted to your transcript at the South Campus Student Services Center. Photo ID required.

Signature: __________________________________________________________ Date: _____________________

Submit: Attn: Graduation Office Attn: Graduation Office
Mail: Office of the Registrar Office of the Registrar
Office of the Registrar Main Campus Student Services One-Stop
MSC11 6325 Mesa Vista Hall - North
1 University of New Mexico Fax: 505-277-6809
Albuquerque, NM 87131-0001 Scan/Email: degrees@unm.edu

Name Policy:
Your diploma name must match your name on record. You are allowed to expand initials or collapse first/middle names to initials, add suffixes and accent marks. You are also allowed to include any name you held at UNM previously. You are not allowed to include a name that has never been on record at UNM. To add a name to your record, you must complete the Demographic Change Form and submit the required identification.
http://hr.unm.edu/docs/compensation/name-address-and-ssn-change-authorization-form-.pdf

Additional Questions? Contact the Graduation Office at 505-277-8900 or degrees@unm.edu