



REQUEST FOR DUPLICATE DIPLOMA

(See fee policy below regarding diploma replacement)

University of New Mexico
 Office of the Registrar
 Student Support and Services Center
 1155 University SE, MSC11 6325
 Albuquerque, NM 87131-0001
 Phone: 505-277-8900

PLEASE TYPE or PRINT with ballpoint pen

Date Graduated <i>(Month/Year)</i>	Degree Received	Major or College	SSN or UNM ID
Name on Record			Date of Birth <i>(mm/dd/yyyy)</i>
Name to Appear on Diploma <i>(see name change policy below)</i>			Phone
			()
Mailing Address			
	City	State	Postal Code Country
Email Address		<input type="checkbox"/> Mail to Above Address	<input type="checkbox"/> Hold for Pick Up
Signature			
ADDITIONAL COMMENTS:		REPLACEMENT DIPLOMA SERVICE POLICY	
		<ol style="list-style-type: none"> This service is to reprint a diploma FOR AWARDED DEGREES ONLY. Signatures on the diploma will be of the current University officials. FEE POLICY: The charge will be \$15.00 for EACH diploma. Make checks payable to The University of New Mexico. NAME CHANGE POLICY: If there is a change of name from the original diploma, submit copies of your Social Security Card and state/federal issued picture ID. ALL requests must be authorized by the student's signature in accordance with the Family Educational Rights and Privacy Act of 1974. Requests by persons other than the student will not be honored without the student's written permission. 	