

GRADUATION CHANGE OF ADDRESS

Upon completion of your degree requirements and the absence of financial holds, diplomas are mailed approximately within 6 weeks after the graduation date.

Your diploma will be mailed to the address listed on your Application for Degree form. To change this address, you must notify Laura Burchfiel either by completing this form and returning it to her at the mailing address listed at the bottom of this page or by emailing the form to her *no later than your graduation date* at lburchfiel@uab.edu.

Once this change is made all future correspondence from the Graduate School will be mailed to this address. This includes graduation issues and information about commencement.

If the Graduate School does not receive notification of your change of address per this form or an email to Laura Burchfiel, **you will be charged a duplicate diploma fee.**

Name

Student Number

Graduation Date

Type of Degree to be awarded

Major

Home Phone

Work Phone

Email Address

Street Address

City

State

Zip

Student's Signature

Date

Mailing address:

Attn: Laura Burchfiel

UAB Graduate School

HUC 511

1530 3RD Ave South

Birmingham, AL 35294-1150