

**GRADUATE SCHOOL
DIPLOMA RE-ORDER/REPLACEMENT REQUEST**

NOTE: There is a charge of \$15.00 per diploma. Please make checks payable to the University of Alabama at Birmingham. Be sure to include a check or money order along with this request. If you would prefer to pay the \$15 replacement fee by credit card, you may do so by contacting Rhonda Stevens at (205) 934-8319.

Master of Science in Nursing diplomas (MSN) and Doctor of Nurse Practitioner diplomas (DPN) are requested through the Registrar's Office. Please contact Rhonda Stevens at rstevens@uab.edu or (205) 934-8319 to request information about ordering these diplomas.

Name as you wish it to appear on your diploma **

Student Number _____ **Email Address** _____

Daytime Phone Number _____

Type of Degree Awarded _____

Graduation Date _____
Month Year

Mail Diploma To _____

- Approximate length of time for arrival of replacement diploma from the printing company is **six to eight weeks** and diplomas will state a **re-issue date**.
- **Legal documentation** must accompany this form for a **name change** on diploma**
- **Return this request to: Attn: Laura Burchfiel
University of Alabama at Birmingham
Graduate School
HUC 511
1530 3rd Ave South
Birmingham, AL 35294-1150**

Student Signature

Date