GRADUATE SCHOOL
DIPLOMA RE-ORDER/REPLACEMENT REQUEST

NOTE: There is a charge of S15.00 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 S15 replacement fee by credit card, you may do so by contacting Laura Burchfiel at (205) 934-0656.

Master of Science in Nursing diplomas (MSN) and Doctor of Nursing Practice diplomas (DNP) 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.

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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 _____

_____

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Will Pay by Check ☐ or Credit Card ☐

- 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 Avenue South
  Birmingham, AL 35294-1150

_____

Student Signature **Date**

Submit Form Clear Form