

Registrar's Office

717-871-5005

www.millersville.edu

REQUEST FOR REPLACEMENT DIPLOMA

Please type or print all information neatly.

Replacement Diplomas are \$25.00 each.

Name (Last, First, MI)

Millersville ID# (if known) - or SSN

Maiden or other name(s)

Daytime Phone #

Date of birth

Email Address

Degree earned

Month / Year degree earned

Name as you wish it to appear on the replacement diploma

Address where the replacement diploma is to be mailed

Check here if you are picking up the replacement diploma. You will need to provide photo ID at the Registrar's Office on the 1st floor of Lyle Hall. We will notify you by email when the replacement diploma is ready for pick-up.

Signature (required)

Date

- **Mail this form to Registrar's Office, Millersville University, PO Box 1002, Millersville PA 17551**
- **Or...drop it off at the Registrar's Office, 1st floor, Lyle Hall**
- **Include your CHECK OR MONEY ORDER ONLY (no cash!) made payable to Millersville University**
- **Please note - a replacement diploma will not be a duplicate of the original**
- **Current State System & University officers' signatures appear on a replacement diploma.**
- **Please allow 2-3 weeks for processing.**

Registrar Office Use Only