

## 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)

\_\_\_\_\_  
Cell Phone # (to receive text notifications)

\_\_\_\_\_  
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

\_\_\_\_\_  
Signature (required)

\_\_\_\_\_  
Date

- **Sign/Mail this form to Registrar's Office, Millersville University, PO Box 1002, Millersville PA 17551**
- **Or...drop it off at the Registrar's Office, 1<sup>st</sup> 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 3-4 weeks for processing.**

*Registrar Office Use Only*