



Duplicate Diploma Request Form

This form is used to request a duplicate diploma(s) received at the *University of Louisiana at Lafayette, University of Southwestern Louisiana, Southwestern Louisiana Industrial Institute, or Southwestern Louisiana Institute of Liberal and Technical Learning*. The duplicate diploma **will be** like the one you originally received with the appropriate University name at the time of your graduation, but **will not** be laminated. It will take approximately **six to eight weeks** for delivery. Duplicate diplomas are not mailed outside the country unless you make the proper arrangements with a carrier (*i.e., UPS, FedEx, etc.*).

Please complete the following and either mail to the address above or drop off. If you have any questions, please contact Kaye Reaves at (337) 482-6295.

- * Duplicate Diploma Form (*please print clearly*)
- * Copy of your current driver's license
- * Check or Money Order for **\$17⁰⁰** payable to the University of Louisiana at Lafayette

First Name:		Middle Name:	
Last Name:		Maiden Name:	
Date of Birth:		Daytime Phone Number:	
Degree(s) Awarded (<i>check each desired</i>): <input type="checkbox"/> Associate <input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Doctorate			
Major:			
Semester and Year Degree was Awarded (<i>i.e., Spring 2006</i>):			
Mailing Address (<i>where duplicate diploma will be mailed</i>):			
Street:			
City, State, and Zip:			
Email Address:			
How Many Copies Requested:		Total Amount Due (<i>number of copies X \$17⁰⁰</i>):	
* Copies provided will be standard paper copies on certificate paper			
Note: * Laminated copies are not available for reorder			
* The name on the diploma WILL REFLECT your name at the time of Graduation			
Signature:			Date: