



Application for Diploma Replacement

To receive a new diploma, please complete and return this application to the Office of the University Registrar (Curtis Hall, Room 261) with your check or money order made payable to Drexel University in the amount of \$75 plus cost of shipping.

Shipping options:

- \$25 for express shipping to domestic and Canadian addresses
- \$45 for express shipping to European and Mexican addresses
- \$100 for express shipping to all other international addresses

Please note the following:

- You cannot receive a replacement diploma if you have an outstanding balance due to Drexel.
- Any student who graduated from the Drexel Institute of Technology, MCP, Hahnemann, or Allegheny will have the following message printed at the bottom of their diploma: "This diploma is a duplicate of the original diploma which was conferred on (date of conferral) by the Drexel Institute of Technology."
- Drexel University graduates will have the following message printed at the bottom of their diploma: "This diploma is a duplicate of the original diploma which was conferred on (date of conferral) by Drexel University."
- The name printed on the replacement diploma must match the name from your original diploma.
- Replacement diplomas display the signature of current officials but show the original conferral date.
- Processing time for replacement diplomas is 4–5 weeks.

First Name _____ Last Name _____ Middle Initial _____

Social Security Number _____ Date of Birth _____

Home Phone Number _____ Work Phone Number _____

Mailing Address _____

Email _____

Degree Earned _____

Signature

By signing below, you authorize Drexel University to print and mail a replacement diploma to the address indicated above.

Student Signature _____

Date _____