

Please allow six to eight weeks for processing and mailing of the replacement diploma. Current graduate diplomas measure 11" by 14".

Your diploma will be printed with the legal name in the official University record at the time the degree was conferred. If your name has changed, please indicate your name at the time your degree was conferred.

There is a \$20.00 fee for each replaced/reprinted diploma. This fee will be assessed to your Virginia Tech account and billed to you by the Office of the University Bursar. Please do not attach payment to this form.

Name when degree was conferred

_____ MIDDLE NAME _____ SUFFIX _____
LAST/FAMILY NAME

Current name (if different)

_____ MIDDLE NAME _____ SUFFIX _____
LAST/FAMILY NAME

Last 4 of VT ID #: _____
if known

Date of Birth: _____
month/day/year

E-mail Address: _____
@vt.edu account, preferred

Daytime Phone: _____
 Home Office Mobile

Address where replacement diploma should be sent:

city state zip country

Last 4 Digits of Social Security Number

Program

First Term of Enrollment

FALL SPRING SUMMER I _____
 SUMMER II

Term of Completion

FALL SPRING SUMMER I _____
 SUMMER II

Campus

BLACKSBURG HAMPTON ROADS NATIONAL CAPITAL REGION RICHMOND
 ROANOKE SOUTHWEST VIRGINIA VIRTUAL

Degree Level

- DOCTORAL
- EDUCATION SPECIALIST
- MASTERS
- GRADUATE CERTIFICATE

Number of Diplomas Requested: _____

Return your completed form to:
Graduate School
 Graduate Life Center
 at Donaldson Brown
 Virginia Tech (0325)
 Blacksburg, VA 24061
 Fax: 540/231-2039
 Email: grads@vt.edu

STUDENT SIGNATURE date

Questions? Call 540/231-8636