DIPLOMA REPLACEMENT REQUEST

Use this form to order a replacement graduate degree or certificate diploma. Your diploma will be printed with the legal name in the official university record at the time the diploma is ordered. A \$20.00 fee for each diploma requested will be assessed to your Virginia Tech account and billed to you by the Office of the University Bursar. Please allow six to eight weeks for the processing and mailing of the replacement diploma. Current graduate diplomas measure 11" by 14."

Name When Degree Was Conferred:		
Name when Degree was Conjenea.		
Last/Family Name	First/Given Name	Middle Name
Current Name (if different):		
Last/Family Name	First/Given Name	Middle Name
Last 4 digits of VT ID:		
Date of Birth: MM/DD/YY		
E-mail Address:		
@vt.edu account, preferred		
Address where replacement diploma should be sent:	Program	Degree Level
		Doctoral
		Education Specialist
	Term of Completion	Master's Graduate Certificate
	Fall Spring Summer Year	
	Campus Blacksburg Hampton Roads Natio	onal Capital Region 'Richmond
	Roanoke Southwest Virginia Virtu	
City State Zip Country		
	Number of Diplomas Requested:	
STUDENT Signature	Date (MM/DD/YY)	

Submit your completed form:

https://gs.vt.edu/forms

120 Graduate Life Center, Blacksburg

VT ICAB1, 3625 Potomac Ave, Alexandria

For assistance, call 540-231-8636 or

e-mail grads@vt.edu