Miami Dade College

OFFICE OF ADMISSIONS AND REGISTRATION
REQUEST FOR REPRINT OF DIPLOMA

Date: _____

Empl ID#: _____

Student Name: _____
Last First Middle

Degree/Diploma Earned:_____Term Awarded: _____

Degree/Diploma Earned:_____Term Awarded: _____

Degree/Diploma Earned:_____Term Awarded: _____

Request submitted to:

___North Campus ___Kendall Campus ___Wolfson Campus

___Medical Campus ___Homestead Campus ___Eduardo J. Padrón Campus

___Hialeah Campus ___West Campus

Number of diplomas requested**:**_____ Total due: $_____

_____I choose to receive my diploma by mail.

Mailing Address: _____
Street Address City State Zip Code

_____I choose to pick up my diploma in person.

Instructions: By your signature below you acknowledge the amount of $20.00 due for each diploma reorder which must be paid in full before the diploma can be printed and mailed to you. Take this form to the Bursar's Office and pay the amount due. Bring the form and paid receipt back to the Admissions & Registration office. You will be given your original receipts and a copy of this form. Your diploma document will be mailed to you within seven business days.

Note: If you are picking up the diploma on behalf of someone else, a notarized request letter and the picture ID of the student is required.

Student Signature:_____ **Date:** _____

FOR OFFICE USE ONLY

Processed by:	Date Printed and Mailed:

SR-MISC

- Gov/state picture ID will be required

A&R Form – Rev 5/19