



REPLACEMENT DIPLOMA ORDER FORM

Instructions:

- ✓ The cost for a replacement diploma is \$35.00. Payment must accompany this form. Checks should be made payable to Lynchburg College.
- ✓ Complete and return to the Office of the Registrar, 1501 Lakeside Drive, Lynchburg, VA 24501. Form can also be faxed to 434-544-8220 with credit card information included.

Regulations:

- ✓ All replacement diplomas are current size (14" X 17").
- ✓ Diplomas will normally be mailed within three to four weeks.

NAME as it is to appear on diploma:		
First	Middle	Last
Student ID Number:		
Diploma Mailing Address:		
Daytime Phone (To contact you if there is a problem):		
Email Address:		

Month Graduated:
January May August
Please circle one
Year Graduated: _____
Current Degrees: BA BS MBA MED
Former Degrees: EDS MAC MAD MAT MS
Please circle one

Payment Information:

Check: # _____

Cash: _____

Credit Card: Type _____ # _____ Exp Date: _____

Name on Card: _____

Student Signature: _____ **Date:** _____