



Replacement Diploma or Certificate Order

Diplomas for master's or doctoral degrees can be replaced upon receipt of the \$85 replacement fee. Certificates can be replaced upon receipt of the \$35 replacement fee. Please make check or money order payable to UNCG. Cash payments are accepted in person at The Graduate School, 270 Mossman Building. **If paying with cash, you must use exact change only; we cannot provide change.** Credit card payments are not accepted.

Name: _____

Student ID Number: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number _____ Email Address: _____

Diploma Information:

Name (as it should appear on diploma): _____

Degree or Certificate Title: _____

Graduation Date (month and year): _____ Mode of Delivery: ☐ Mail to above address

☐ Call to pick up

☐ Email to pick up

Print and mail with fee and old diploma or certificate (if available) to:

UNCG
The Graduate School
270 Mossman Building
P O Box 26170
Greensboro, NC 27402-6170

For Graduate School Use:

Fee Received:

☐ Cash

☐ Check or Money Order #

Receipt #: _____

Date Ordered: _____