



Office of the Registrar

Diploma Certification Request

Dc

PROCEDURE:

- There is no fee for this request
- Attach a reduced size copy of your diploma
- Processing time for a certified Diploma is two business days

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1. PLEASE PROVIDE THE FOLLOWING INFORMATION:

EMORY ID or SOCIAL SECURITY NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME ON DIPLOMA: \_\_\_\_\_ (if different)

CONTACT PHONE NUMBER: \_\_\_\_\_

DEGREE EARNED: \_\_\_\_\_

DATE OF GRADUATION: \_\_\_\_\_

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2. CHECK ONE OF THE FOLLOWING:

I will pick up my certified diploma at the Office of the Registrar

Please mail my certified diploma to: \_\_\_\_\_

3. SPECIAL INSTRUCTIONS:

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Student Signature

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Date