

Replacement Diploma Request

In order to fulfill the replacement request, a \$40.00 fee must be pre-paid and all information complete with a signature from the graduate. Please contact the Business office to pay for the replacement at 208-459-5206. Replacement diplomas will be processed within 2-4 weeks and are only available in English.

***Replace diplomas can only be ordered by the alumna.**

IMPORTANT: To Open and Fill out This Form Correctly, You Must Open and Save This Document in Adobe Reader

Current name: _____

Name at time of graduation: _____

Graduation year: _____

Name on Diploma: _____

Last 4 digits of SSN: _____ Birth Date: _____

Pick up: Yes _____ No _____

If wanting mailed, please provide mailing address:

Signature required:

Signature: _____ Phone #: _____ Date: _____

OFFICE USE ONLY:

Received:

Payment Received: _____

Date Processed: _____

Registrar office signature: _____