

DIPLOMA REPLACEMENT ORDER

\$25.00

- Print this form and mail it with a check, payable to McMurry University, to the address at the bottom of the page.
- Orders for replacements are processed with the upcoming graduating class.
- Diplomas are generally printed in January, June, and September.
- Any replacement diplomas will include the current format and signatures in use at the time of reprinting.
- Only the name of the student listed in our student information system will be printed. If another name is requested, official documents will be required to verify the name change and make the changes to our student records.
- Titles, nicknames, and other name designations will not be printed on the diploma.
- The replacement diploma requested must be for the person placing the order.

Full Name while a student at McMurry
(Include maiden and all previous names under which you were enrolled as McM student)

Birth Date	Student ID and/or SSN	Semester and Year Graduated
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Complete name to appear on replacement diploma

Mailing Address: _____ Phone No: _____
_____ Email: _____

Reason for requesting a replacement diploma: _____

Signature

Date

McMurry University
Office of the Registrar
McM Box 338
Abilene TX 79697

Phone: 325.793.3888
Fax: 325.793.3830