Additional/Replacement Diploma Request Form*

Please **PRINT** legibly and fill in **COMPLETELY**

Each diploma is \$25—Make out check/money order to: Lamar University Send completed form, copy of I.D. to: **Diploma Services** PO Box 10010 Beaumont, TX 77710 *Allow 7-10 business days once form and payment has been received. ID# (optional) <u>L</u>_____ Date: Name: First Middle (Maiden) Last **Mailing Address:** Phone: City Zip Street State Do you need it mailed or picked up? Please Circle one: Mail Pick-up Name of person who will pick up diploma (ID is required for pick-up). Degree/Major of diploma received: Date of Graduation: _____ FOR OFFICE USE ONLY **RECORDS: Order information needed CASHIERS:** STAMP PAID HERE Request Received by: _____ **Diploma Fee:** (\$25 for each diploma) Pick up information needed:
Signature of Pick-Up: ______ Date: _____

Records Office: (initials only): _____