

## Replacement Diploma

Students may request a replacement diploma from the Registrar if their Davis & Elkins College diploma has been destroyed or misplaced. The name on the replacement diploma will appear as the name that was registered with the College at the time of graduation. The original diploma format, if different from the format currently being used by the College, cannot be duplicated. The replacement diploma will be similar to that awarded to the current year's graduating class. The College will use the signatures of the officials currently holding office rather than the signatures of the officials who signed the original diploma.

**The cost of the replacement diploma is \$25 (add \$75.00 for international shipping). The diploma will arrive by certified mail approximately 4-6 weeks after the order date.**

### **Information**

**Name:** \_\_\_\_\_

**Name at the time of graduation:** \_\_\_\_\_

**Degree Received** AA AS BA BS **Date of Graduation** \_\_\_\_\_

**Major:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Home Phone** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Student ID or Social Security Number:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

Return this form along with your payment to:

Davis & Elkins College  
Office of the Registrar  
100 Campus Drive  
Elkins, WV 26241  
304-637-1224