



## DIPLOMA REORDER REQUEST

Diplomas are usually available four to six weeks after the last day of your graduating semester. If you have lost your original diploma, you may request a new diploma by submitting this form to the Registrar's Office. **The fee for a new diploma is USD \$10.00.**

By submitting this form, you agree to pay this fee prior to receiving your diploma. For payment instructions, contact the Bursar's Office at 305-626-3738. After paying, you may submit this completed form via e-mail, fax, mail or in person.

NAME - Please print (Last, First, Middle)

FMU Student ID

School (Arts & Sciences, Education or Business)

Degree

Major

Graduation Date

Please indicate how you wish to receive your new diploma:

I will pick up my diploma at the Registrar's Office.

I authorize \_\_\_\_\_ to pick up my diploma for me at the Registrar's Office.

I would like the Registrar's Office to mail my diploma to me at the following address.

Domestic Address (within the United States)

International Address

Address Line 1

Address Line 2

City

State

Zip

Country

Student's Signature

Date

**FOR COMPLETION ONLY BY OFFICE OF THE REGISTRAR PERSONNEL.**

Registrar's Office Operator's Signature

Date Received