



## Marlboro College Replacement Diploma Request

To request a replacement diploma, complete the form below and mail, hand deliver or email to the Office of the Registrar at registrar@marlboro.edu. Each diploma cost is \$25.00, please contact student accounts 802-258-9275 or [studentaccounts@marlboro.edu](mailto:studentaccounts@marlboro.edu) to make this payment. It will take about 6 weeks for us to receive your diploma and additional time for it to reach your address. Marlboro College will make every effort to replicate your original diploma; however we will use the current President/Dean signatures.

### REASON FOR REQUEST

- Original diploma has been lost or destroyed.
- Name change: request for diploma to be issued in new name and change of name on University record. Also submit a Legal Name Change or Correction form. Evidence of court document required.

### STUDENT INFORMATION:

Legal First and Last Name: \_\_\_\_\_

Diploma Display Name (First, Middle, Last) \_\_\_\_\_

Name at the time of enrollment at Marlboro College: \_\_\_\_\_

Address to which diploma should be mailed to (street address, city, state, zip, and country):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

### GRADUATION INFORMATION:

Degree Awarded: \_\_\_\_\_ Month and Year of Graduation: \_\_\_\_\_

I understand that the replacement diploma will bear the signatures of current Marlboro College officials.

Student Signature

Date

\_\_\_\_\_

\_\_\_\_\_

### Marlboro College Use Only

Degree verified

Sent By: \_\_\_\_\_

Date Mailed \_\_\_\_\_