City State Zip Code

Phone Number Email

Diploma Name (The name you prefer printed on your duplicate diploma instead of the name printed on your original .)

Please Note:

*Western Carolina University will order a duplicate diploma for a graduate ***only*** if the original diploma has been **lost** or **destroyed**.

*The duplicate diploma will reflect current administrator's signatures. In addition, the diploma will be identified as a "**duplicate**".

*The cost of the duplicate diploma is **$35.00**, payable by check or money order, issued to WCU or Western Carolina University.

*Please allow **4 – 6 weeks** for processing and shipping.

*If you graduated prior to 1999, your duplicate diploma will look different than the one you originally received as we now use a different vendor.

*Undergraduate diplomas measure 8-1/2" X 11" and Graduate diplomas measure 11" X 14".

*Prior to Fall 2009, majors were not printed on diplomas.

Upon completion of this form, hand deliver or mail form with payment to: