

### Request for Additional or Replacement Diploma

Requests for additional or replacement diplomas will be processed only upon receipt of the request form and request fee.

Original signatures (UH System Chancellor, UH System Board of Regents Chair, UHV President and UHV Provost) will be reflected if available. If not available, current signatures will be used.

The reverse side of the diplomas will be stamped with the current Registrar's signature date and will be stamped with the words:

"THIS IS A REPLACEMENT/ADDITIONAL DIPLOMA. THE ORIGINAL WAS ISSUED  
ON \_\_\_\_ (Date) \_\_\_\_."

The cost for additional or replacement diplomas is \$30 each. Note: The current diploma size is: 11" x 14"

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Please complete the information below. Return form and fee to: Office of the Registrar and Academic Records, 3007 N. Ben Wilson, Room 122, Victoria, TX 77901.

**UHV Student ID#** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Month/year

PLEASE PRINT NAME EXACTLY AS IT SHOULD APPEAR ON DIPLOMA

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

Semester and Year Graduated: \_\_\_\_\_ Degree: \_\_\_\_\_

Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Major: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_

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

ADDRESS WHERE YOU WISH TO HAVE YOUR DIPLOMA MAILED

No. and Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_