

ORDERING A REPLACEMENT DIPLOMA

Has your original diploma been damaged or lost? You can easily reorder a new diploma from the Registrar's Office.

Since this is a special printing of your diploma, it will take from 6 to 8 weeks for your diploma to arrive. All replacement diplomas have Siena Heights University and the signatures of the current Vice President/Dean and President printed on them. The date and degree on your new diploma will be the actual information from your file.

Please send the following to the Registrar's Office:

Full name as it should appear on your diploma:

Current name:

Current mailing address:

Current email address:

Phone number:

Date of Birth:

Siena Heights Student ID # (if known):

Degree Type - Associate, Bachelor or Graduate degree (please select):

\$50 Replacement Fee per diploma:

- ☐ Check/money order #: _____
- ☐ Credit Card # _____
Security code (3 digit code) _____

Expiration Date

Signature: