



IUPUC
OFFICE OF REGISTRAR
SERVICES

Duplicate Diploma Request

This office will process duplicate diploma requests for degrees awarded at the IUPU Columbus campus only. *If you are not an IUPUC graduate, please contact the Office of the Registrar at the Indiana University campus that awarded your degree.*

Reason for Request

Check the appropriate response and/or write reason.

- Original Lost or Destroyed Copy for another person
- Change Diploma name to: _____
- Other Reason: _____

Your Current Identification

Name: _____ University ID No: _____

If University ID is not known, please provide birth date and last four of SSN: _____

Contact Information

E-mail address: _____

Telephone Number(s): _____

Diploma Verification

Degree Type (*circle one*): BA BS BGS BSN MA MBA

Undergrad BA or BS program: English Communication Psychology Business Education

Degree Month and Year: _____

Mail Diploma To:

Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Student Signature

_____ Date _____

Enclose a check in the amount of \$35.00 payable to Indiana University when you mail or hand-deliver this form to: **IUPUC, Bursar Office, 4601 Central Avenue, Columbus, IN 47203**

***** IUPUC Administrative Processing Use, only *****

Date payment received: _____ by Bursar (1st initial + last name) _____.

Dates: Request to registrar _____, Diploma ordered: _____, Diploma arrived _____,

Diploma mailed to graduate: _____, Processed by _____.