Request for Replacement Diploma

Office of the Registrar
3000 Frederica Street
Owensboro, KY 42301
Telephone: 270-852-3119   Fax: 270-852-3190

Diploma Name: ________________________________________________________________________
Clearly print your name EXACTLY as you wish it to appear on the diploma.
If the name you are requesting to be printed on the diploma is different than our records, we will ask for additional
information, such as copy of marriage license, social security card, and/or other court documents.

☐ I will pick up my diploma in the Office of the Registrar.
☐ Mail my diploma to the address below (Additional charge will be applied for mailing).

<table>
<thead>
<tr>
<th>Street address</th>
<th>City/State</th>
<th>Zip code</th>
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Enclose $45 for each diploma requested.
Enclose $5 for each diploma you are requesting to be mailed to a location in the USA.
Enclose $10 for each diploma you are requesting to be mailed outside of the USA.

Total amount: ____________

Payment by:
☐ Check
Please make checks payable to Kentucky Wesleyan College
Mail payment form to →

Kentucky Wesleyan College
Attn: Registrar
3000 Frederica St.
Owensboro, KY 42301

Student signature ___________________________ Date __________________
(Diploma cannot be processed without signature)