



WILLIAM JESSUP
UNIVERSITY

Diploma Reorder Form

Please note: All diploma re-orders must be accompanied by official documentation if a name change has occurred following your degree certification. This documentation may include either a copy of a marriage certificate or divorce decree. Requests will not be processed without sufficient documentation. Due to the Family Educational Rights of Privacy Act, this request must be made by the person who earned the degree. Please be sure to sign the request below.

Name _____
(Please print) First Middle Last Maiden/Other

Social Security # _____ ID Number _____

Mailing Address _____

Email Address _____ Cell Phone _____

Name as stated on present degree: _____

Name on diploma reorder _____

Reason for diploma reorder _____

Degree Type:

Bachelor _____ Associate _____ Certificate _____

Degree Name _____

Major _____

Date Degree was Conferred _____

Honors _____

Method of payment (Diplomas are \$25—including mailing):

_____ Check or money order attached (payable to William Jessup University)

_____ Cash

Student Signature _____ Date _____

Return this form to:
Registrar's Office
William Jessup University
333 Sunset Blvd
Rocklin, CA 95765
Or fax (916) 577-2240

For Office Use Only:

Degree Verified _____ Student _____ Date Mailed _____