



REQUEST FOR A DUPLICATE DIPLOMA

Please send this request to:
Indiana University South Bend
Office of the Registrar
1700 Mishawaka Avenue PO Box 7111
South Bend, IN 46634-7111
Phone: (574) 520-4451

FOR OFFICE USE ONLY:
UID: _____
Payment: _____
Reg: _____

DEGREE DATA

Print Degree Name (As it should appear on the Diploma)

Date of Birth

Print Name (As of last attendance at IU South Bend)

IU ID# or Last Four Digits of SS#

Degree & School

Date Degree Granted

Term

Address: _____

Street

City

State

Zip

Cell Phone: _____

Email: _____

____ Call when received/will pick up

____ Mail with next bulk mailing.

Fees for duplicate diploma requests are non-refundable. I hereby request the South Bend Campus Registrar's Office to order a duplicate diploma. I understand the charge for a remake is \$35.00 and will make payment to Indiana University South Bend immediately.

Signature of Student

Date

Please Note: Effective 4/29/16 IU Treasury policy states that credit/debit cards can no longer be accepted for payment.

Payment must be made via Check, Cashier's Check, or Money Order (Payable to Indiana University)