



Request for Diploma Form

Original, Replacement or Duplicate

4150 Administration Drive, Berrien Springs, MI 49104-0800
diplomas@andrews.edu Phone: 269-471- Fax:

Please Check the Box for the Type of Diploma

The diploma replacement is an exact copy of the original diploma which is a historical document. Therefore, name changes cannot be made.

Checklist

- Financial Clearance. Call 269-471-3334 or visit Student Financial Services www.andrews.edu/SF.
- Signed requests should be emailed* or scanned/faxed to Academic Records: 269-471-6001.

Name: _____ Birthdate: _____ / _____ / _____
First Last Month Day Year

Andrews ID (if known): _____

Phone Number: _____ Email Address/Alternate Phone Number: _____

MAIL TO ADDRESS: _____

_____ City State Zip/Postal Code Country

Month/Year of Graduation : _____ Degree Awarded : _____

REQUIRED Signature : _____