

# UNIVERSITY of ALASKA ANCHORAGE

Office of the Registrar • 3211 Providence Drive Anchorage, AK 99508 • 907-786-1480

## Application for Replacement Diploma

Name: \_\_\_\_\_

UA Student ID (or last four of SSN): \_\_\_\_\_ DOB: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Degree: \_\_\_\_\_ Date earned: \_\_\_\_\_

Student signature: \_\_\_\_\_

### **Important Information**

- The name on your diploma/transcript will be the official name on file with the university at the time of printing: first name, middle initial, last name. We will print full middle names and maiden names on diplomas only upon request.
- Graduates wishing to order a replacement diploma for a change of name must complete a [Change of Personal Information form](#) and have your name officially changed on university records prior to submitting this request.
- Diplomas will be printed with current signatures of the University President, Chancellor, and Chair of the Board of Regents and will have the words “Replacement diploma issued (date)” printed under the university seal.

### **Cost Information**

- \$25 per replacement diploma

### **Order Information**

I am requesting \_\_\_\_\_ replacement diploma(s) for the degree specified above.  
*quantity*

**In response to COVID-19, diploma pickup is temporarily unavailable. The mailing fee has been waived during this time.**

Please mail my diploma(s) to the address below.

Recipient: \_\_\_\_\_ Street/PO Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

### **Payment Information**

Check – Please make payable to the University of Alaska Anchorage.

Credit Card – **Scan and email the signed form to [uaa.degrees@alaska.edu](mailto:uaa.degrees@alaska.edu) to receive the online payment link.**

**Please email [uaa.degrees@alaska.edu](mailto:uaa.degrees@alaska.edu) with questions.**