

**DUPLICATE DIPLOMA/CERTIFICATE REQUEST**

(Submit Form to Admissions and Records in person, by email to [admit@barstow.edu](mailto:admit@barstow.edu), or by fax to 760-252-6754)

There is a \$9 diploma/certificate replacement fee payable in advance. Please include the fee with this request. This request cannot be processed without payment. Please allow 2 weeks for processing from the date your request is received. Please complete a separate form for each major.

Please fill in the following information completely:

Name		SSN/ID#	
Address		Phone Number	
City	State	Zip	

PRINT NAME EXACTLY AS IT IS TO APPEAR ON DIPLOMA	
First/Middle/Last:	
Major	Number of Copies

<input type="checkbox"/> VISA <input type="checkbox"/> MC Expiration Date ____/____	Account #
Name on Card	Signature

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Student Signature

Date