

WESLEYAN UNIVERSITY
REGISTRAR'S OFFICE
237 High Street, Middletown, CT 06459
Tel (860) 685-2810

APPLICATION FOR REPLACEMENT DIPLOMA

Replacement diplomas reflect the current diploma format and display the current Wesleyan president's signature. Replacement diplomas also bear the words "Replacement Diploma" on the bottom of the diploma.

- Step 1. Print form. Complete and sign it.
Step 2. Verification of your signature by a Notary Public is required.
Step 3. Please enclose photocopies of two (2) forms of ID from the following: passport; birth certificate; driver's license; social security card. If your name has been changed, you must enclose a copy of the legal name change document.
Step 4. Please enclose a check made payable to Wesleyan University in the amount of \$50.00.
Step 5. Please mail to the address above.

**I hereby certify that my original diploma was lost damaged
OR I have changed my name**

NOTE: The original diploma must be returned to Wesleyan University with this application when requesting a replacement due to damage or a name change.

Name on original diploma:

First: _____ *Middle:* _____ *Last:* _____

Name changed to:

First: _____ *Middle:* _____ *Last:* _____

SS#: _____ *WESID:* _____ *Date of Birth:* _____

Degree awarded (required): _____ *Date of award:* _____

Honors awarded: ___ Yes ___ No

If yes: ___ Regular Honors ___ High Honors Department: _____

Mailing address:

Street: _____

City: _____ *State:* _____ *Zip:* _____ *Country:* _____

Email: _____ *Telephone:* _____

Your signature: _____ *Date:* _____

Subscribed and sworn by me this _____ day of _____

Notary's Signature: _____ **Notary's Seal**

In order to protect the integrity of the diploma process, we must request verification of your identity. This request cannot be processed without your signature and the signature of the Notary Public, as well as the appropriate forms of identification. Thank you.