

## REQUEST FOR REPLACEMENT DIPLOMA \*Must be a confirmed graduate of New Trier

A replacement diploma may be issued in the event of a lost or damaged original. A \$50 fee for replacement diplomas, which covers the cost of reprinting and shipping, must be paid at the time of request.

Date of Birth: Grad Year:  Contact Information:  Current Address:  Phone: Email:  Reason/s for Diploma Request:	
Current Address: Phone: Email:	
Phone: Email:	
Reason/s for Diploma Request:	
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☐ Employment Degree Verification	
☐ Misplaced/Damaged Diploma	
☐ Required by Government Agency	
☐ Required by Professional Organization	
Pick IIn	lail to
Replacement Diploma Only	ess Above
Replacement Diploma with Book/Cover	
Please Note: Diploma processing can take up to 4-6 weeks, depending on the tinkeep this in mind when submitting your request. If you need urgent proof of	
chat you request your official transcript, which will show your graduation dat	_
Student Signature	