



HOBART AND WILLIAM SMITH COLLEGES

Diploma Replacement Request

Date of Request: _____

Name under which registered while attending Hobart and William Smith Colleges:

Name to be printed on the diploma:

(It is customary on documents such as this to use your full name including middle)

Diploma Choice:

Hobart and William Smith Diploma William Smith Diploma Hobart Diploma

Address where diploma should be sent:

(Street Address)

(City, State, Zip, Country)

Degree Awarded: _____

Date Degree Awarded: _____

Reason for requesting replacement diploma: _____

Student Signature (request will not be processed without signature)

Contact Information:

Phone: _____

Email: _____

If a student's name has been legally changed by marriage, court order, or gender change, a new diploma may be issued upon written request, including legal proof of the change (i.e. driver's license, passport, court order), payment of the fee, and return of the original diploma.

** Please allow approx. 6 weeks for diploma and include \$75.00 fee with request. Make checks payable to Hobart and William Smith Colleges.