



**SAINT LOUIS
UNIVERSITY**

Duplicate Diploma Order Form

Please print or complete electronically to ensure accurate entry

Duplicate diplomas must be re-ordered from the printer and a fee is assessed according to the type of diploma re-printed.

Law and Medical Doctorate
30.00

All other Diploma Types
20.00

Office of the Registrar
Du Bourg Hall, Room 22
One Grand Boulevard
Saint Louis, MO 63103
Phone: (314) 977 2269
Fax: (314) 977 3447
E-Mail: registrar@slu.edu

Please provide the information detailed in the fields below and mail completed form and check to:

Mailing Address:
Saint Louis University
Office of the University Registrar
Attention: Duplicate Diploma Order
One Grand Boulevard
Saint Louis, MO 63103

Make checks payable to:
"Saint Louis University"

For further information contact Gina Matzenbacher
Phone: (314) 977-2258
E-Mail: gmatzenb@slu.edu

Name as it should appear on the Diploma: _____

Name if different at time of attendance: _____

SLU ID number or Social Security Number: _____

Date of Birth: ____ / ____ / ____

Date of Graduation: ____ / ____ / ____

Degree Received (*Bachelors, Masters, etc.*): _____

E-Mail Address: _____

Day Time Phone Number: (____ ____ ____) ____ ____ - ____ ____

Signature: _____

Diploma Mailing Address

Name: _____

Address: _____

City: _____ State: ____ Zip Code: _____

Diplomas will not be ordered until both payment and order form are received

All re-ordered diplomas are printed in English and retain the signatures of the current President and Dean

Duplicate diploma orders take approximately four to six weeks to complete.