

**Southeastern Louisiana University  
Office of Records and Registration**

**DIPLOMA REPLACEMENT FORM**

A diploma replacement fee of \$10.00 (USA funds) is required. There are no duplicate copies held on file by the Office of Records and Registration.

*Please print your name exactly as you wish it to appear on your diploma:*

\_\_\_\_\_

Last Name	First Name	Middle or Initial
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Diploma Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student ID# \_\_\_\_\_ Telephone Number \_\_\_\_\_

Degree \_\_\_\_\_ Graduation Date \_\_\_\_\_

Please complete the Diploma Replacement Form and mail it to:

Office of Records and Registration  
SLU 10752  
Hammond LA 70402  
Attn: Diplomas

Processing may take as long as a month. Please note that diplomas are issued in the format currently used and may bear the signatures of the present University and State officials, not necessarily those who were in office at the time of your graduation.

Please indicate payment method used:

- Payment enclosed (\$10.00 check or money order made payable to Southeastern Louisiana University)
- Paid by credit card through the Controller's Office at 985-549-2068
- Paid in person at Controller's Office (attach copy of paid receipt)