

**Stephen F. Austin State University
Request for Replacement or Duplicate Diploma**

Name On Diploma _____

Social Security # or Student ID # _____

Degree Awarded _____

Date Awarded _____

Daytime Phone # _____ Cell Phone # _____

E-mail Address _____

Address to Mail Diploma: _____

Signature: _____

Enclose a check or money order for \$25.00 for each diploma requested; payment must be made before diploma will be issued. Make checks payable to Stephen F. Austin State University.

Special Orders: Take 4-6 weeks for replacement

Original signatures will not be on the replacement; signatures will be the current administration

Current diploma size is 11" x 14"

Important information:

- Replacement diplomas must be requested by the bearer of the diploma with that individual's signature.
- Replacement diploma requested for deceased students must be accompanied by a copy of the death certificate.
- Replacement diplomas involving a name change must be accompanied by a copy of the legal document changing the student's name. (Ex: marriage license, divorce decree, etc.)

Mail Request to:

Stephen F. Austin State University
Registrar's Office
SFA Box 13050
Nacogdoches, TX 75962

Contact Person:

Donna Burkett
936-468-2335