



Diploma Replacement Form

Replacement diplomas can be ordered for a fee of \$25.00 (please make check payable to County College of Morris). *Diplomas may only be requested in the name you had at the time of graduation.* We will contact you when your diploma is ready for pick up. Allow 5- 10 business days from the day this form is received.

Please Print:

Last Name _____ First Name _____

Date of Birth _____ Last 4 digits of SS# xxx-xx-_____

Name at time of Graduation (if different from above) _____

Address (if sending by certified mail):

Phone Number: _____ **Email Address** _____

Graduation Year _____ **Graduation Month** ___May ___January ___August

Degree Received ___ AA ___ AS ___ AFA ___ AAS

Someone other than myself will be picking up my diploma: Name _____

Date _____

Signature

Please mail completed form and check to: Records and Registration Office
ATTN: K. Conzen, Student Records Specialist
County College of Morris
214 Center Grove Road
Randolph, NJ 07869-2086

-OR-

Stop by when you are on Campus: Student Community Center, Room 220

Rec and Reg Use Only

Received by: _____ CCM ID _____
Degree _____ Program _____ GPA _____ Graduation Honors _____ Graduation Date _____
Fee Received _____
Diploma Print Date _____ Date Student Contacted _____
Hold for Pick Up ___ Send by Certified Mail ___(Attach Tracking #)