



## Duplicate Diploma Request Order Form

To request a duplicate diploma, please complete the following information and return the request to the Office of the Registrar at Northern. The charge for the duplicate diploma is \$7.50 per copy, payable to Northern's Cashier – (505) 747.2131.

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Student ID or Social Security Number:** \_\_\_\_\_

**Dates Attended at Northern:** \_\_\_\_\_

**Year Graduated:** \_\_\_\_\_

**Level of Degree:** \_\_\_\_\_

(Certificate, Associate, Bachelor)

**Degree Awarded:** \_\_\_\_\_

(e.g. BS Biology; BA Elementary Education, etc.)

Please return from to:

**Northern New Mexico College**

**Office of the Registrar**

**921 Paseo de Oñate,**

**Española, NM 87532**

- You may mail the form in with payment made payable to NNMC (please do not send cash)
- Email the form to [registrar@nmmc.edu](mailto:registrar@nmmc.edu), and contact the cashier's office for payment

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_