

**American International College
Office of the Registrar
1000 State Street
Springfield, MA 01109
Tel: (413) 205-3212 Fax: (413) 205-3974
Request for Replacement Diploma**

Replacement diplomas may be requested from the Registrar's Office by mail. A written request must be made by the student and should include the following information:

Name _____

(Your name will be printed exactly as indicated; however, last names must be the same as of the time of graduation.)

Student ID# _____

Address _____ Date of Birth _____

_____ Date of Graduation _____

_____ Degree Received _____

Telephone _____ Social Security # _____

A \$50 fee is required for each replacement diploma. Payment in the form of a personal check or a money order made payable to American International College should accompany the request.

Mail requests to the address listed above.

Allow 6 - 8 weeks processing time. Signatures on reprinted diplomas will carry the names of the current College President or past College President (Harry J. Cournotes).

For more information on replacement diplomas, call the Office of the Registrar at (413) 205-3212.

I authorize American International College to release this information:

Signature: _____