

Duplicate Diploma Order Form

To officially order a duplicate diploma, please print and complete the following form. After completing all fields, sign and date it, then mail the form to the NSU Office of Records and Registration. There is a \$25 charge for all duplicate diplomas. If you wish for us to mail the diploma to you, there is an additional \$10 mailing fee (\$25 if being mailed outside of the U.S.A.). When mailing your request, please enclose a check for the exact amount of your order. Checks can be made payable to Nicholls State University.

Nicholls State University
Office of Records and Registration
P.O. Box 2059
Thibodaux, LA 70310
Phone: (985) 448-4153

Name (please print): _____

Social Security Number: _____

Degree: _____

Graduation Date: _____

Name (as it is to appear on diploma):

Telephone Number(s): _____

E-mail address: _____

Mail to:
