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## Degree/Diploma Request Form

Please note that all outstanding balances must be cleared before receiving your degree or diploma and the fee of \$100 must be paid.

**Student ID#:** \_\_\_\_\_

**Program of Study:** \_\_\_\_\_

**Completion Date:** \_\_\_\_\_

**Number of Classes completed:** \_\_\_\_\_

**Final GPA:** \_\_\_\_\_

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

Please print name, as it is to appear on degree/diploma

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

**Phone Work:** \_\_\_\_\_ **Phone Home:** \_\_\_\_\_

**Fees Due:** \$100.00      **Fees Paid:**  Yes  No **If Yes, Date Paid:** \_\_\_\_\_

**Outstanding Balance:**  Yes  No \_\_\_\_\_

Comment

\_\_\_\_\_  
Registrar's Office (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bursar's Office (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date