



Duplicate Diploma Request

Form must be submitted to the Admissions and Records Office – Graduation Services
In person at the Fitzgerald Student Services Building, 2nd Floor,
Fax to: 775-784-4283, Email to: graduation@unr.edu
or mail to: 1664 N. Virginia Street, Admissions & Records/0120, Reno, NV 89557

This form is for DUPLICATE Diplomas only.

Please note that printing of duplicate diploma(s) may take up to 15 business days.

Student Information:

Name: _____ NSHE ID *: _____
*Leave blank if unknown

Name displayed on diploma: _____

Former Name(s): _____ Birth Date: _____

Signature: _____ Date: _____

Degree Information:

Degree: _____ Year Degree was Awarded: _____

of Diplomas Requested: _____

Notes/Comments:

Current Contact Information:

Mailing Address: _____
Street Address City State Zip Code

Phone Number: _____ Email: _____

☐ Hold for Pick-up

☐ Mail to the address listed

Office Use Only:

Processed By: _____ Date Mailed: _____