

Farmingdale State College

State University of New York

DIPLOMA RE-ORDER FORM

Thank you for your recent inquiry regarding a replacement diploma. Please complete the diploma re-order information below. There is a \$25.00 charge. Checks or money orders should be made payable to: Farmingdale State College Auxiliary Services. **DO NOT SEND CASH.**

Please return the completed form and your payment to:

Farmingdale State College
Laffin Hall Room 225
2350 Broadhollow Road
Farmingdale, NY 11735

- Print your **current name and current mailing address**.

Your diploma will be mailed to the current address.

A. Name _____

B. Mailing Address: _____

C. Phone Number: _____

Diploma Name: _____

(First Name)

(Middle Name)

(Last Name)

Please print your name. **NOTE:** The College maintains educational records under the student's legal name. We will issue the diploma under the legal name on file with our office. (If current name is different from our records a copy of your driver's license is required. Once the record is updated the College will issue the diploma in the new name.)

- Graduation Information:

a. Curriculum/Major: _____ Latin Honors? Yes /No

b. Year of Graduation: _____

c. Type of Degree: (CIRCLE ONE) **CERTIFICATE AA AS AAS BS BTECH**

- For change of name please attach a copy of official documentation, i.e. Driver's License

(Signature) _____ (Date) _____ ID/ RAM# _____
Or Last 4 digits of SS# _____

Note: Under the State University of New York Administration Policies your grades, transcripts and diplomas cannot be released if you have **any** outstanding obligations to the College.

If you have any questions please contact the Office of the Registrar at 631-420-2776