

## DUPLICATE DIPLOMA REQUEST

Processing time is 7-10 business days after the receipt of this form.

Student First Name (Please Print Clearly): \_\_\_\_\_

Student Last Name (Please Print Clearly): \_\_\_\_\_

Address Diploma Should be Mailed To (Please Print Clearly): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check all the Apply

**Duplicate Diploma**

\*Please note that as of May 2024  
all duplicate diplomas will be  
printed in English not Latin

\*Please read before checking  
this box. **Apostille or Diploma  
Authentication.**

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SLU ID: \_\_\_\_\_ OR Last 4 Digits of SSN: \_\_\_\_\_ (Do not write full SSN)

\*Email Address: \_\_\_\_\_ \*Daytime Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

\*(This information may be used to contact you regarding this request.)

Date of Birth: \_\_\_\_\_ Class Year: \_\_\_\_\_ Years of Attendance: \_\_\_\_\_ - \_\_\_\_\_

Maiden/Former Name(s): \_\_\_\_\_

Student's Legal Signature (REQUIRED): \_\_\_\_\_ Date: \_\_\_\_\_

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- THERE IS NO CHARGE for duplicate diplomas
- You can mail a physical copy of this request to the address list above or email it to [registrar@stlawu.edu](mailto:registrar@stlawu.edu).

**\*Apostille Definition:** *The 1961 Hague Convention provides for the simplified certification of public (including notarized) documents by agreeing to recognize documents issued by other signatory countries if those documents are authenticated by the attachment of an internationally recognized form of authentication known as an "apostille."*

*Please refer to our website for more instructions on how to complete the apostille process once you receive your diploma.*