

**Boston University - Office of the University Registrar**  
**Diploma Replacement Request Form**

Students who have misplaced or lost their original diplomas may order a replacement diploma. The cost for each replacement diploma is \$25.00 (\$35.00 for D.M.D, J.D., LL.M., and M.D).

Please fill out the applicable information and mail it to the address below. Replacement diplomas will be available in approximately three weeks.

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Diploma Name:

\_\_\_\_\_

Last                      First                      Middle

Boston University ID/ S.S #:    \_ \_ \_ \_ - \_ \_ \_ - \_ \_ \_ \_

Male/Female: M / F

Former/Maiden Name: \_\_\_\_\_

Last                      First                      Middle

Address to which the diploma should be sent: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Graduation Info: \_\_\_\_\_

BU School or College                      Degree Awarded                      Month and Year of Graduation

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☐ I have attached a check as payment for my replacement diploma

☐ Please charge my credit card. My card information is below.

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Please mail/fax to:

Boston University  
Office of the University Registrar  
Diploma Department  
881 Commonwealth Avenue 2<sup>nd</sup> floor  
Boston, MA 02215  
(f) 617-358-1689  
(p) 617-353-3604

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☐ I would like to request the Apostille Service ([www.bu.edu/reg/grades/apostille-service/](http://www.bu.edu/reg/grades/apostille-service/)) for this diploma. I have attached the Apostille Request Form ([www.bu.edu/reg/general-information/forms/](http://www.bu.edu/reg/general-information/forms/))

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Credit Card Authorization:    \_ \_ \_ \_ Visa    \_ \_ \_ \_ Master Card    \_ \_ \_ \_ Discover    \_ \_ \_ \_ AMEX

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Expiration Date:

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Authorized Amount:

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Month    Year