Diploma Re-Order Form

DOANE UNIVERSITY

1. Contact Information

Name_____ DOB_____
(Last) (First) (Middle) (Former/Maiden)

Address_____
(Street) (City) (State) (Zip)

Email_____ Daytime Phone_____

2. Diploma Information

Diploma name (full first, middle, last):_____

Degree Awarded:_____

Degree date (estimated):_____

Reason for re-order: ◯ Lost ◯ Name Change ◯ Apostille Seal ◯ Other

3. Payment Information

Paper Diploma	Cost per copy	Number of copies	Total due
Mailed to a US address	$25.00		
Mailed to an International address	$75.00		

Electronic Diploma			
A secure digital diploma via Paradigm	$50.00		
If you graduated in Dec. 2023 or after, your digital diploma was included with your graduation fees, and you do not need to reorder. If you no longer have your activation email from Paradigm, contact the Registrar's Office to request a new login.			

◯ **Check** made out to Doane University and mail to the address at the bottom of the page.
◯ **Credit card** Enter number and expiration date below:

Credit Card Number_____

Expiration Date_____ Security Code_____
(3 digit # on the back of your card)

4. Signature

By signing below, I authorize Doane University to reprint my diploma and charge my credit card (if applicable).

_____
(Signature) (Date)

Diplomas will not be released without the student's signature or if any financial hold remains on the student's account.

Mail Registrar's Office, Doane University, 1014 Boswell Avenue, Crete, NE 68333-2430
Fax (402) 826-8600 (*no cover sheet needed)* **Scan** registraroffice@doane.edu

If you have any questions regarding your request, please call (402) 826-8251