

# Replacement Diploma Order Form

100 Seymour Road, Utica, New York 13502 • Phone: (315)792-7262 • Fax (315) 792-7802

Replacement diploma will be in the current SUNY Polytechnic Style with current signatures.  
Print your name exactly as you wish it to appear on your diploma:

First

Middle

Last

Student ID or SSN: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Address where diploma is to be mailed:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Degree: \_\_\_\_\_

Major: \_\_\_\_\_

**Check One:**

- Diploma Only Price: **\$25**  
 Diploma and Cover Price: **\$30**

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

**Please make checks payable to SUNY Poly. We also accept Visa, Mastercard, and Discover.**

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_  
3 digit code on back of card

**Mail completed form with payment to: Bursar's Office • SUNY Polytechnic Institute • 100 Seymour Road • Utica, N.Y. 13502**  
**Fax (315) 792-7802 • Bursar@sunypoly.edu**

## REGISTRAR OFFICE USE ONLY

Receipt #: \_\_\_\_\_ Honors: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_

Date Diploma Ordered: \_\_\_\_\_

Date Diploma Received: \_\_\_\_\_

Date Diploma Sent: \_\_\_\_\_