

JOHNS HOPKINS  
UNIVERSITY

Office of the Registrar  
75 Garland Hall / 3400 N. Charles Street  
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**REQUEST FOR DUPLICATE OR REPLACEMENT DIPLOMA**  
**For Zanvyl Krieger School of Arts & Sciences / G.W.C. Whiting School of Engineering**

To order a duplicate/replacement diploma please complete the information below and return it to the Office of the Registrar with a check or money order in the amount of \$55.00 made payable to:

**Johns Hopkins University**

Duplicate /replacement diplomas resemble the original except that the signature of the President, Dean and Chairman of the Board of Trustees are those of the current officers.

Orders for duplicate/replacement diplomas are processed during the first week of each month, with the exception of February, March, April and May (diplomas are not ordered during these months).

Please allow 6-8 weeks from the date you send your request for delivery.

**Please print your name as it is to appear on the diploma**, using both upper and lower case letters

First	Middle	Last
Degree received: _____		
JHU Division/School: _____		
Commencement Date: _____		
SSN/Date of Birth: _____		

Please indicate how you want to receive your diploma:

Call me at: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (daytime phone)

Email me at: \_\_\_\_\_

Mail it to me at: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

<b>FOR OFFICE USE ONLY</b>			
Comm Date _____	Degree _____	Check # _____	Cash _____