

Directions: Please provide the following information to assist us with your diploma replacement request. Processing time is typically about 8-10 weeks. The cost of the diploma is \$40, \$50 for Doctoral diploma, or \$75 for School of Law Diploma. UPS shipping is available for an additional \$20 (\$35.00 for international addresses).

If you have questions or special requests regarding your diploma replacement request, please contact OneStop at 310-506-7999.

Upon completion of this request form, return it to Pepperdine with payment (cashier's check or money order payable to Pepperdine University) by mail to the following address: Pepperdine University/ Attn: OneStop/ 24255 Pacific Coast Highway/ Malibu, CA 90263

Information About You:

| | | | | | | |
|---|--|------------|-------|----------|--|------------|
| Last Name | | First Name | | MI | Previous Last Name | |
| Current Address | | | | | Student ID Number or SSN | |
| City | | | State | Zip Code | | Birth date |
| E-mail address | | | | | Phone Number | |
| School Attended <input type="checkbox"/> Seaver College <input type="checkbox"/> GSEP <input type="checkbox"/> The Graziadio School <input type="checkbox"/> Public Policy <input type="checkbox"/> School of Law | | | | | Years Attended From: To: | |
| Degree Received: | | | | | Graduation Date: | |

Delivery Address:

| | | | | | |
|-----------------------------------|--|--|--|----------|-----------------|
| Recipient | | | Diploma Fee | | \$40.00 |
| Address (1) | | | Delivery Method | | Shipping Charge |
| Address (2) | | | <input type="checkbox"/> US Mail | | \$0.00 |
| City | | | State | Zip Code | |
| Country | | | <input type="checkbox"/> UPS | | \$20.00 |
| | | | <input type="checkbox"/> UPS International | | \$35.00 |
| Total charge (\$40 plus shipping) | | | | | \$ _____ |

Comments/Special Instructions

Authorization

I authorize Pepperdine University to reissue a duplicate diploma to the destination indicated on this request. I understand that Pepperdine University cannot accept responsibility for diplomas lost in the U.S. Mail system.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

| | | |
|--------------------|---------|----------------------|
| Received/Processed | Payment | Date Sent/ Picked Up |
|--------------------|---------|----------------------|