



## Diploma Re-Order Form

You may order a new diploma if your old diploma has been damaged, lost or stolen

<b>Student Information – Please print clearly</b>			
_____	XXX-XX-	____/____/____	
EMPLID (CUNYfirst ID)	Last 4 Digits of SSN	Date of Birth	
(Kindly provide full SSN ONLY if you have graduated prior to 1991)			
_____	_____	_____	_____
Last Name	First Name	MI	Name while attending (if different)
_____		_____	
Street Address		City, State, Zip	
(____) _____ - _____	_____		
Phone	Email		

**Please provide the following to complete your request -**

- ❖ Identification card (Lehman College ID or Government-issued ID)
- ❖ \$30 check or money order signed and made out to Lehman College must accompany this form
  - ✓ In-person orders must be paid at the Bursar’s Office located in Shuster 031 during office hours

\_\_\_\_\_

**Conferral (Graduation) Date**

\_\_\_\_\_

**Academic Program (Degree)**

\_\_\_\_\_

**Academic Plan (Major)**

\_\_\_\_\_

**College Honors (if applicable)**

\_\_\_\_\_

**Student Signature**

\_\_\_\_\_

**Date**

If you have any additional questions or concerns regarding the information above, kindly refer all inquiries to [Graduation.Audit@Lehman.cuny.edu](mailto:Graduation.Audit@Lehman.cuny.edu) (or) call the Graduation Audit Office (718) 960-7474.

<b>Office Use Only</b>	
Received by: _____	Date: _____
Processed by: _____	Date: _____

