



LOMA LINDA UNIVERSITY  
*University Records*

## CERTIFIED DIPLOMA COPY REQUEST FORM

LLU ID# or Social Security Number: \_\_\_\_\_

Name on Diploma: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Degree and Major: \_\_\_\_\_

Date Awarded: \_\_\_\_\_

### REQUEST INFORMATION

Please indicate how you would like your certified diploma copy sent.

Hold for pick-up       Mail       Fax       E-Mail

Name: \_\_\_\_\_

Address/Fax/E-Mail: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Quantity \_\_\_\_\_ at \$10 per copy. Please allow one (1) work week for processing.

**This fee is non-refundable and must be received before request is processed.**

### PAYMENT INFORMATION

We accept check or credit card (VISA, MasterCard, or Discover) payments. Please make checks payable to Loma Linda University.

VISA       MasterCard       Discover      Cardholder Zip Code: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Please note the Office of University Records must obtain authorization from Student Finance and Loan Collections in order to release degree information.

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

Hand signature required.

If you have any questions please email [diplomas@llu.edu](mailto:diplomas@llu.edu)

Phone: (909) 558-4508 | Fax: (909) 558-0340