

Office Use Only

Paid _____

Ordered _____

Mailed _____

Hutchinson Community College

Request for Replacement of Diploma

Student Id or Social Security # _____

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone Number _____ E-mail _____

Degree _____ Major _____

Reason for Replacement _____

Student's Signature _____

Return this form with a \$20.00 replacement fee to:

Hutchinson Community College

Attn: Records Office

1300 North Plum

Hutchinson, KS 67501

Records@hutchcc.edu

Fax Number 620-665-3301

Phone Number 620-665-3401

Please allow six to eight weeks for your diploma to be mailed to you.