

****By submitting this request, I am authorizing Norco College staff to complete the transaction requested.****



Duplicate Diploma/Certificate Request

Please complete this form and submit to the Admissions & Records department for processing. You may also mail this form to the college with a check payable to RCCD to address listed below. Requests will be ordered with the next regular order of diplomas and certificates. It may take up to 6 months to receive the duplicate. Cost is \$2.00

Norco College Admissions & Records
2001 Third Street Norco CA. 92860-2600

Your LEGAL NAME as it will appear on diploma. This name must be on record at RCCD

First	Middle	Last	Student ID
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Please indicate the year in which your degree/certificate was awarded: _____

Diploma/Certificate Mailing address: **CHANGES MUST BE REPORTED DIRECTLY TO THE EVAL/GRAD OFFICE**

Address

_____ Home Telephone

City State Zip

_____ Mobile Telephone

Degree for which you are applying (CHECK ONE ONLY)

- AA Degree AS Degree Certificate

List Program of Study or Certificate Program (must be exact name of program)

Student Signature **Date**

OFFICE USE ONLY

Amount Owed \$ _____ Payment Received By: _____ Date: _____

DATE
STAMP

A&R STAFF: _____