



Howard Community College
Office of Records, Registration & Veterans' Affairs [RRVA]
10901 Little Patuxent Parkway
Columbia, MD 21044

Request For Replacement Diploma

Complete this form and submit it along with the \$25 fee to the address listed above (make checks payable to Howard Community College). **Print your name EXACTLY as you want it to appear on your diploma.** Your new diploma will include the signatures of the current administration; the diploma will be marked as a duplicate. Your diploma will be mailed to the address on this form.

Student Name _____
(as it will appear on your diploma)

Name While In Attendance at HCC (if different from above) _____

HCC Student ID Number _____ Date of Birth _____

Phone Number _____ Email _____

Date of Graduation _____ Area of Study _____

Address to Mail Diploma:

Student Signature _____ Date _____

Office Use Only

Payment received _____

Diploma order submitted on _____

Processor _____