

## Requesting Replacement Diploma

Sometimes nothing will replace your actual GHS or AWM diploma but a new diploma.

Per request in writing (fill out request form), the GCSS department of Academics can order a copy of your diploma for you. Our diploma supplier will print a diploma with your actual graduation date. The remainder of the information will be what is current for GHS (current principal, current board of education chair and current superintendent).

Your graduation information will be verified through access of our permanent records.

Replacement cost: \$10 (cash only) payable with request.

Date of request \_\_\_\_\_

School \_\_\_\_\_

Name (on original diploma) \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

Phone number \_\_\_\_\_

Year of Graduation \_\_\_\_\_

Payment Received: Date \_\_\_\_\_ Received by \_\_\_\_\_

Please mail my diploma to me at the above address  
(check box if YES)