



Diploma and Alumni Certificate Release Form

Please Print:

First Name: _____ Last Name: _____ Student ID # A00 _____

Please check this box if your address has changed since graduation:

Address: _____

Telephone: (____) _____ Alternate Email: _____

Diploma Alumni Certificate Thesis/Dissertation (will be mailed at additional cost)

Student Signature: _____ Date: _____

Note: Students must complete all financial obligations, return UMDNJ ID and Library Materials, Exit Surveys, Survey of Earned Doctorate (Ph.D. only) and complete exit interviews with GSBS Associate Dean and, if applicable, Financial Aid if applicable before diplomas will be released.

If item(s) are not being picked up by the student, please provide authorized person's name below:

Name of Authorized Person

Signature of Authorized Person
(Must sign in person with proof of identity)

Diplomas will be mailed via UPS 2nd day air for a fee of \$20.00. The Graduate School is not responsible for lost, stolen or damaged diplomas. Diplomas that are lost or damaged may be re-ordered at a cost of \$50.00 and will state "duplicate" on the diploma. Processing fees must be submitted with this form in order to have your diploma mailed. Please provide us with a check or money order.

I, _____ am unable to pick up my diploma. I authorize the Graduate School of Biomedical Sciences to mail my diploma to the address listed above. I have read the statement regarding lost, stolen or damaged diplomas.

Signature: _____ Date: _____

Internal Use Only:
Documents Submitted to GSBS office: UMDNJ ID \$80.00 Graduation Fee GSBS Exit Survey + Interview
 Survey of Earned Doctorates (PhD only) Financial Aid Exit Interview Miscellaneous Holds Proof of Identity
Date Mailed: _____ Tracking #: _____
Authorized by: _____