



# Martin Methodist Diploma Replacement Form

Alumni who graduated before July 1, 2021 can request a Martin Methodist College replacement diploma. The cost of each replacement diploma is \$50. You may pay in-person, online, or by mailing a check with this replacement form.

The University of Tennessee Southern will be unable to process your Replacement Diploma Order if you have any holds on your university account. It will take approximately 6 weeks for you to receive the diploma.

Replacement diplomas will be printed using as close to the original signatures as we can match. Martin Methodist diplomas only include the degree name. The size of the diploma will be 8.5"x11".

Name on Academic Record: \_\_\_\_\_

Name to be on diploma: \_\_\_\_\_

\*If your printed name differs from your academic record, you should also submit a Name Change Form.

Student ID Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Degree Title: \_\_\_\_\_

Primary Major: \_\_\_\_\_

Term of Graduation: \_\_\_\_\_

Mailing Address for diploma:

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Requests mail be sent by email to [registrar@utsouthern.edu](mailto:registrar@utsouthern.edu) or regular mail to:

Registrar's Office  
The University of Tennessee Southern  
433 W Madison Street  
Pulaski, TN 38478

Office use only:

Bursar's Office: \_\_\_\_\_ Date: \_\_\_\_\_

Ordered by: \_\_\_\_\_ Date: \_\_\_\_\_