RIVERSIDE COMMUNITY COLLEGE DISTRICT

Duplicate Diploma/Certificate Request

Print out the request form and pay at the cashier window to process or you may also mail form to the college with check payable to <u>RCCD</u> at your college 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. <u>Cost is $10.00 each.</u>

Moreno Valley College	***Norco College***	***Riverside City College***
Admissions & Records	***Admissions & Records***	***Admissions & Records***
16130 Laselle St	***2001 Third Street***	***4800 Magnolia Ave***
Moreno Valley CA 92551-2045	***Norco CA 92860-2600***	***Riverside CA 92506-1299***

_____ or _____

Social Security # **Student ID #**

Your LEGAL <u>NAME</u> as you want it to appear on diploma: This name must be on record at RCCD.

_____ _____ _____

First **Middle** **Last**

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**

_____ Home Telephone_____

Street

_____ Mobile Telephone _____

City State Zip

Degree for which you are applying (CHECK ONE ONLY)

☐ AA Degree ☐ AS Degree ☐ Certificate

_____ or _____

List Program of Study (Major) if known Certificate Program

_____ _____

Student Signature Date

Office Use Only

Date Filed:_____

Receipt #:_____