

## **DIPLOMA REPLACEMENT REQUEST**

Please provide the Registrar's Office with the following:

1. Full name when you attended Ouachita

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2. Name exactly as you would like it to appear on your diploma

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3. Degree earned \_\_\_\_\_

4. Date of graduation \_\_\_\_\_

5. A photo copy of your social security card

6. \$50

7. Address where diploma is to be mailed

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8. Phone number or email \_\_\_\_\_

9. Signature (required; electronic not accepted) \_\_\_\_\_

10. What happened to your original diploma? \_\_\_\_\_

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**Please note:** Your replacement diploma will be printed on paper currently in use including signatures of the current President of the University and Chairman of the Board. **Allow a minimum of 4 weeks for your replacement order.**

Lizann Tollett, Registrar  
410 Ouachita Street  
OBU Box 3757  
Arkadelphia, AR 71998-0001