



Student Affairs and Enrollment Management
 New Mexico State University
 PO BOX 30001 MSC 3EM
 LAS CRUCES, NM 88003-8001
 TELEPHONE (575)646-3412/ FAX: (575)646-1579

**New Mexico State University
 DUPLICATE DIPLOMA ORDER FORM**

NAME: _____

NMSU ID: _____

DEGREE: _____

SEMESTER AWARDED: _____

NUMBER OF COPIES: _____

NOTARIZE: YES _____ NO _____

MAILING ADDRESS

 (Street Address)

 (City, State, Zip Code)

 (Daytime Phone) (Evening Phone) (E-mail)

Signature: _____ Date: _____

PLEASE NOTE: There is a \$10.00 fee associated with each copy. There is an additional \$5.00 fee associated with notarizing each document. The receipt number must be included if payment is not included with form. Receipt: _____

PLEASE ALLOW 4-6 WEEKS FOR DELIVERY