

Willmar Campus
 Registration Office
 2101 15th Ave NW
 Willmar, MN 56201
 320-222-5971
 FAX 320-222-5216



Hutchinson Campus
 Registration Office
 2 Century Ave SE
 Hutchinson, MN 55350
 320-222-5971
 FAX 320-234-8506

Request for Duplicate Diploma

<p>* Write check or money order payable to "Ridgewater College". * A separate request form is required for each mailing address; missing information will delay processing. * Allow approximately 2-3 weeks for receipt of Diploma. * If you graduated before 2013, we are unable to process your request.</p>	<p>* Mail or fax your request to the appropriate campus listed above. * Diplomas will reflect name at time of enrollment unless official documents are received indicating a name change such as: Marriage or divorce decree and picture ID. * Allow approximately 2-3 weeks for receipt of Diploma.</p>
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Name: _____ SSN or Ridgewater ID: _____
 Name while enrolled (if different from above): _____
 Street Address: _____
 City: _____ State: ____ Zip Code: _____ Phone Number: _____

Degree Awarded:

Certificate
 Diploma
 Associate of Applied Science (AAS)
 Associate of Science (AS)
 Associate of Arts (AA)

Date Awarded:

Term/Year

I give Ridgewater College permission to release my Diploma to the name and address indicated below:
 Student Signature: _____ Date: _____
*****This must be signed before we can release your diploma.*****

<p>Please mail diploma to this address: Name: _____ Attention: _____ Street: _____ City: _____ State: ____ Zip Code: _____</p>	<p>Office Use: Updated ISRS: _____ Date sent: _____ Sent by: _____</p>
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Method of Payment (must accompany diploma request):
\$25.00 Per Diploma

Pick one: Cash Check Enclosed Visa MasterCard Discover
 Card Number: _____ Expiration Date: _____ Sec. Code: _____
 Name of Card Holder: _____ Signature: _____