



HAWAI'I PACIFIC UNIVERSITY
 500 ALA MOANA BLVD, SUITE 5A
 HONOLULU, HAWAI'I 96813
 PHONE: (808) 544-0239
 EMAIL: ptg@hpu.edu

OFFICE USE ONLY
DATE: _____
RECEIPT: _____

REQUEST FOR AN ADDITIONAL DIPLOMA

IDENTIFICATION (Student ID # or last 4 digits of SSN required): _____

NAME: _____

Last Name
First
Middle

Name you used while at HPC/ HLC/ HPU if different from name above:

Name to appear on diploma (upper and lower case, if name is different than name originally on file with HPU, identification documentation will be required) :

Degree: _____

Concentration/ Major: _____

Month & Year Completed: _____

Honors Shown on Diploma: _____

Mailing Address (Please print legibly):

Name: _____

Street: _____

City/State/Zip Code: _____

Country: _____

Phone #: _____ Email: _____

STUDENT'S SIGNATURE: _____ Date: _____

(Digital signatures not accepted)

DIPLOMA PROCESSING FEE: \$25

Request for Diploma Cover: +\$10 Expedited Diploma Printing: +additional \$25 Expedited Shipping: +\$ _____
(Contact HPU for current shipping charge)

Please enclose with this order form: U.S. Check/ Money Order payable to **Hawai'i Pacific University** or

Credit Card: VISA _____ MasterCard _____

Credit Card Numer	Exp. Date	3 Digit Card Code
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Diploma orders will be processed on the 15th of each month as long as the overall minimum order of 10 diplomas has been met. If the minimum order has not been met, the order will be postponed until the following month unless expedited printing has been selected. Please allow approximately 4-6 weeks for processing and delivery unless expedited printing and/or shipping is selected.