



J D G V G H Q V W D W H
 F R P P X Q L F V R O H J H

DIPLOMA REPRINT REQUEST FORM

Name: _____ Student Number: _____

Term and Year Graduated: _____

Attendance Dates: _____

Phone: _____ Email: _____

If you had more than one degree or certificate, please list each* to be printed:
 (*\$10 diploma fee will be charged for each item printed)

Mailing Address:

 Street City State Zip

Diplomas are printed only at the written request of the student. All financial obligations to GSCC (tuition, fees, fines) must be fulfilled before diploma can be printed.

The diploma fee of \$10 for each degree or certificate must be paid prior to printing.

Please contact the Business Office to have the diploma fee charged to your student account:
 256-549-8612 or businessoffice@gadsdenstate.edu.

To pay your diploma fee online, login to One ACCESS Student > Student > v] v Payment X & } CE u CE ^ š μ v š • W o] l } v u] • •] } v • ~] E d μ] š] } v Z š • ~ / v () E , } Á }
 D l v / v š CE v š W Ç u v š E O n e P a y m e n t i s m a d e , p l e a s e e m a i l o r e - m a i l t h i s r e q u e s t
 along with proof of payment to the Records office.

records@gadsdenstate.edu
 Gadsden State Community College
 P. O. Box 227
 Gadsden, AL 35902
 Phone: 256-549-8210

Signature: _____ Date: _____

FOR OFFICE USE ONLY	
Graduation Date: _____	Date Mailed: _____