

# Request for Duplicate Diploma

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(mm/dd/yyyy)

Maiden Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Send To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Graduate's Signature: \_\_\_\_\_

**Please note: There is a \$30.00 charge for duplicate diplomas. Please send a money order made out to 'Jostens' with your request (personal checks and cash are not accepted). Replacement orders can take 6 to 8 weeks to receive.**

**Send or drop off your request to:**

**Ponderosa High School  
Attn: Registrar  
3661 Ponderosa Rd  
Shingle Springs, CA 95682**

**If you have any questions, please call Melissa Burghardt at 530-677-2281 x2226.**

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