



DIPLOMA REPLACEMENT FORM

Upon graduation, one diploma is issued and presented at the graduation ceremony (or mailed to you at your permanent mailing address as posted in the Student Information System).

Replacement diplomas may be ordered for a fee of \$20. If you need a replacement, please complete this form and return it to the VCFA Registrar along with your payment.

Please note that diplomas are issued only after you have been cleared for graduation. Please allow four weeks for processing your request. Your replacement diploma will be sent via U.S. Postal Service.

Questions? Please contact the VCFA Registrar at registrar@vcfa.edu or (802) 828-8724.

Graduate Information (please print clearly):

Full Name _____

Mailing Address _____

City _____ State/Province _____ Postal/Zip Code _____

Telephone: Home (____) _____ Work (____) _____

Fax Number (____) _____ E-Mail _____

Program Completed: _____ MFA-Writing
_____ MFA-Writing for Children & Young Adults
_____ MFA-Visual Art
_____ MFA-Music Composition
_____ MFA-Graphic Design

Date of Graduation: _____

Name at time of Graduation (if different from above) _____

NOTE: The name on your diploma will appear as officially posted in the Student Information System.

Signature _____ Date _____