



**HAWAI'I PACIFIC UNIVERSITY**  
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<b>OFFICE USE ONLY</b>
DATE: _____
RECEIPT: _____

## Replacement Diploma or Certificate Request

HPU 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 may be required) :

Degree: \_\_\_\_\_

Concentration/ Major: \_\_\_\_\_

Month & Year Completed: \_\_\_\_\_

Honors Shown on Diploma: \_\_\_\_\_

Mailing Address:

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

Street: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**STUDENT'S SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Digital signatures not accepted)

**Undergraduate/Graduate: \$75 Doctorate: \$100**

+Cover: \$25UG/GR, \$35DOC

\*Expedited Shipping:(Contact HPU for current shipping charge) \$ \_\_\_\_\_

Please enclose U.S. Check or Money Order payable to **Hawai'i Pacific University** and mail to:

**Hawai'i Pacific University**  
**Registrar's Office - Attn Diploma Order**  
**500 Ala Moana Blvd, Ste 5A**  
**Honolulu, HI 96813**

Please allow approximately 4-6 weeks for processing and delivery unless expedited shipping is selected. Check or money order must clear before order will be processed.

\*HPU is not responsible for lost, damaged, or misdirected mail. If a replacement diploma is needed, a new order will be required with fees assessed. It is recommended to choose expedited shipping that includes a tracking number.