

Application Form for Letter of Certification
(Form Must Be Notarized)

Complete this form and send it and payment to:

Diploma Coordinator
Office of the University Secretary
University of Pennsylvania
1 College Hall, Room 211
Philadelphia, PA 19104-6303

Name: _____ Date: _____

Name on Original Diploma _____

Degree Information

School: _____

Degree: _____

Month/Date/Year: _____

Reason for Request _____

Student Id Number (not Social Security Number): _____

Date of Birth: _____

Mailing Address: _____

Email Address: _____

Tele No.: _____

Please Send Letter of Certification to (If Not Your Own Address):

Fee: \$15.00 (Check or Money Order in US Dollars); we cannot accept credit cards for payment
Payable to: "Trustees of the University of Pennsylvania"

I hereby certify that the above statements are true. I understand that The University of Pennsylvania reserves the right to institute any appropriate legal or other proceedings for misrepresentation of the information stated above or in case of fraud.

STUDENT SIGNATURE _____ DATE _____

NOTARY SIGNATURE _____ DATE _____

COMMISSION EXPIRATION _____