



DUPLICATE GRADUATION CREDENTIAL REQUEST FORM

Use this form to request a copy of a KPU credential you have been previously issued.

Student No.

Student Information – complete in full			
Legal Last Name		Legal First Name	
Previous Name (if applicable)		Date of Birth	
Current Address		Apt #	City / Municipality
Province	Country	Postal Code	Telephone
Would you like us to update your current mailing address with the information above?			<input type="checkbox"/> Yes <input type="checkbox"/> No

GRADUATION INFORMATION	
I would like a duplicate of the following credential (select only one):	
<input type="checkbox"/> Certificate of Completion	<input type="checkbox"/> Certificate
<input type="checkbox"/> Citation	<input type="checkbox"/> Advanced Certificate
<input type="checkbox"/> Diploma	<input type="checkbox"/> Associate Degree
<input type="checkbox"/> Bachelor's Degree	<input type="checkbox"/> Post-Baccalaureate
<hr/> Program: _____ with <input type="checkbox"/> Co-op Education <input type="checkbox"/> Honours <small>(Program Title . E.g. Bachelor of Arts or BBA)</small>	
Major Option: _____ (Please specify. E.g. Psychology, Double Minor)	
Minor(s) Option: _____ (Please specify. E.g. Sociology, or Philosophy and English)	

Method of Payment – payment (\$25) must be received before duplicate graduation credential request is processed.
NOTE: As in-person services are currently suspended, please use our online payment options. Log in to Online Self-Service to make immediate payments under > <i>Student Menu</i> > <i>Student Accounts</i> > <i>Make a Payment</i> .
Please ensure payment has been received by checking your account summary (View Tuition and Fees) before submitting your request.

Note: Students can submit this form by email to: studentinfo@kpu.ca from your KPU email account.

Office Use only			
Received Date	Received by initials	\$25 Duplicate <input type="checkbox"/>	Holds <input type="checkbox"/>