DIPLOMA MAIL REQUEST

Instructions: Complete all requested information. Please print clearly. This petition must be returned to:
Office of the Registrar
Academic Services
University of California
Santa Barbara, CA 93106-2015

PLEASE NOTE: If you have a financial block on your BARC account, your diploma will be held until your BARC account is cleared. In the event that your diploma is held, you must contact the BARC office regarding your account. Once all blocks are cleared, it will be your responsibility to contact the Office of the Registrar to receive your diploma. You will be required to submit this release form and pay an additional processing fee.

Please enclose the processing fee of $19.00 to cover first-class domestic mailing (no tracking number) or $24.00 for certified or International mailing (includes tracking number). Please make checks payable to UC REGENTS.

NAME AT THE TIME OF GRADUATION: ___________________________ ___________________________ ___________________________
LAST FIRST MIDDLE

PERM: ___________________________ -OR- Last 4 digits of Social Security #: ___________________________

I AM REQUESTING A DIPLOMA FOR THE FOLLOWING DEGREE EARNED:

BA □ BFA □ BM □ BS □ CCG □ MA □ MED □ MES □ MFA □ MM □ MS □ PHD □ CPH □ DMA □ EDD □

MAJOR(S) IN WHICH DEGREE WAS AWARDED: _____________________________________________________________

DEGREE AWARDED (indicate quarter and year):

FALL __________ WINTER __________ SPRING __________ SUMMER __________
(YEAR) (YEAR) (YEAR) (YEAR)

STUDENT’S SIGNATURE: __________________________________ DATE: __________

MAILING ADDRESS FOR DIPLOMA:

NAME: __________________________________ PHONE: __________________________

STREET: __________________________________

CITY: _____________________________ STATE: __________ ZIP: __________

EMAIL ADDRESS: __________________________

Office of the Registrar use only

MAILED: __________

BY: __________________________

BARC BLOCK? YES □ NO □ PAID: $19.00 □ $24.00 □

SPECIAL HANDLING: ____________________________________________

Cashier’s Validation
CC 0770

Diploma Mail Request Barcoded.doc Revised 11/2015