UCSB
University of California
Santa Barbara

DIPLOMA MAIL REQUEST

Office of the Registrar
1105 SAASB Bldg.
University of California, Santa Barbara
Santa Barbara, CA 93106-2015
Phone: 805-893-3592
Fax: 805-893-2985
http://www.registrar.ucsb.edu
graduationmatters@sa.ucsb.edu

Instructions: Complete all requested information. Please print clearly. This petition must be returned to:
Office of the Registrar
1105 SAASB Bldg.
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. Diplomas are held in the Office of the Registrar for 5 years – if you do not pick up your diploma within this time frame, you will have to order a replacement diploma through GOLD.**
Please enclose the processing fee of $19.00 to cover first-class domestic mailing or $24.00 for certified or International mailing. 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 _____ (YEAR) WINTER _____ (YEAR) SPRING _____ (YEAR) SUMMER _____ (YEAR)

STUDENT'S SIGNATURE: _____ DATE: _____

MAILING ADDRESS FOR DIPLOMA:

NAME: _____ PHONE: _____

STREET: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL ADDRESS: _____

Office of the Registrar use only

MAILED: _____ Cashier's Validation
CC 0770

BY: _____

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

SPECIAL HANDLING: _____

Revised 10/16/18