

# Certified Copy of Degree Request

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In order to process your request for a certified copy of your degree, **you must present your original degree parchment along with this completed form to the Registrar's Office in Student & Enrolment Services.**

Requests take 3-5 business days to process. Please allow sufficient time for processing.

<b>TO BE COMPLETED BY THE STUDENT</b>
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Last Name

First Name

Student ID Number