DIPLOMA DISPERSAL

Harvard School Of Public Health

Name: _____ _____ Phone Number: _____
Last First

Permanent mailing address after graduation:_____

_____

_____

Please check the appropriate option for obtaining your diploma:

☐ I will pick up my diploma on **COMMENCEMENT DAY IN JUNE**.

If you attend HSPH Commencement in June you may pick up your diploma on that date (provided you have been academically and financially cleared). November and March graduates may return to participate in the June ceremony provided arrangements are made with the Office for Students, at (617) 432-1036, in advance.

☐ I will pick up my diploma in person at the Registrar's Office after graduation occurs.

☐ Another person has been delegated to pick up my diploma and given written authorization to do so.

Name of person: _____

If you delegate another person to pick up your diploma, you must write a letter for that person to bring to the Registrar's Office which includes your name, their name, the nature of your request, and your signature. They will be asked for valid identification when picking up your diploma.

☐ I have enclosed the appropriate fee* for mailing my diploma and want the diploma mailed to:

_____

_____

_____

*Mailing Fees: $12.00 for mailing within the US or $15.00 for an international address. Your diploma will be sent certified mail, return receipt requested only. We do not send diplomas by Federal Express. The Registrar's Office is not responsible for diplomas lost by the Postal Service.

I understand that in order to receive my diploma I must be cleared both academically and financially.

_____ _____/_____/_____
Student's Signature Date

OFFICE USE ONLY

$_____ Mailing fee received Initial: _____ Diploma Sent: ____/_____/_____

☐ Cash ☐ Check # _____ Date: _____/_____/_____ Initial: _____