

Payment must be made at the Bursar's office by credit or debit card.  
Please contact the Bursar' office for any questions  
email: [ebursar@ccri.edu](mailto:ebursar@ccri.edu) / call: (401)825-2151 / text: (401) 284-7001

**REQUEST TO ORDER DUPLICATE DIPLOMA**  
**PLEASE PRINT CLEARLY**

Name \_\_\_\_\_  
(As you would like to appear on your Diploma)

CCRI ID # or SS # \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Please check here if this a change of address

Year Graduated \_\_\_\_\_

Degree/Major \_\_\_\_\_

With what name did you graduate, if different from above:

\_\_\_\_\_

Reason for duplicate order \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Send complete form and proof of payment to: [graduation@ccri.edu](mailto:graduation@ccri.edu)**

Please allow 6-8 weeks for processing.  
Your diploma will be mailed to the address above