Adrian College
Authorization to Release Diploma Request

Mail to: Student Business Services • Adrian College • 110 S. Madison • Adrian, MI 49221-2575
In person: Student Business Services • Caine Student Center • Adrian College
Fax request to: 517-264-3970

All requests must be made in writing.   Your signature and $50 processing fee is required. See instructions below.

1

Student Business Services:
This account is not subject to financial hold as of _____

Student Business Services signature   _____

2

NAME AS IT SHOULD APPEAR ON DIPLOMA

_____
Last   First   M.I.

FORMER NAME(S)   _____

DATE OF BIRTH   _____   SOCIAL SECURITY NUMBER XXX - XX _____

BEST CONTACT PHONE   _____   E-MAIL_____

YEAR GRADUATED   _____SEMESTER   _____

Your diploma requires special handling, please select from the following:

　　　___ Hold for pick-up at Registrar's office

　　　___ If mailing, please provide address (no PO Box or International addresses)

X_____   _____
　　Student Signature (required)   Date

3

SEND MY DIPLOMA TO: (print clearly)
Failure to provide a COMPLETE mailing address will delay your processing time.

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