

# Notarization Form for Replacement Diploma Request

-There is a \$100 charge for a Replacement Diploma which is paid electronically via PayPal on the MyReOrder site. The MyReOrder request is required along with this notarization form.

Submit replacement request at:

<https://portal.paradigm-corp.com/credential/reorder/placeorder/69684770305f306a736b654245386837495636714951>

- Replacements may take up to 45 days to process once all documents are received

- All requests must be certified by a Notary Public to authenticate that the signature of requestor is actual degree recipient

**Please print and mail this completed form to:**

Brown University  
Office of the Registrar  
Box K, attn: replacement diplomas  
Providence, RI 02912

Student Name:

Date of Birth (mm/dd/yyyy):

Banner ID or Soc. Security #:

Degree Received:  Concentration/Graduate Field:

Phone Number:

**Signature:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

***The following needs to be completed by Notary Public***

Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

in \_\_\_\_\_.

Notary Signature \_\_\_\_\_

Notary Seal/Stamp:

<b><i>For Registrar Use Only</i></b>	
Notarization Received Date:	_____
My ReOrder Submitted Date:	_____
Notes:	_____ _____