



Mail Diploma/Certificate Request

Submit completed form by email to mjcevaluations@mjc.edu, mail, or in-person to the Enrollment Services Office.

This form is to be used by students WHO HAVE EARNED their Diploma/Certificate in the past two (2) years. If you need a duplicate Diploma, please see the Duplicate Diploma Request.

You must have a ZERO (\$0.00) balance, all fees must be paid, before we can process your request.

Form must be submitted with \$5.00 Mail Diploma Fee. Check or Money Order ONLY. Make checks payable to: Modesto Junior College.

Today's Date: _____

Student Information (Please list your legal name):

First Name: _____ Middle Initial: _____ Last Name: _____

Student ID: w _____ Date of Birth: _____ Phone Number: _____

Previous name(s) used on academic records (if any): _____

Diploma/Certificate Information

Term Granted: Fall Spring Summer Year Granted: _____

Type Granted: AA AS Certificate Major: _____

Address to mail Diploma/Certificate: _____

City: _____ State: _____ Zip Code: _____

Student Signature: _____ Date: _____

Office Use Only	
PD: _____	Mailed: _____
Staff Initials: _____	Date: _____