



DEGREE REPLACEMENT ORDER FORM

➔ **CHICAGO & ONLINE CAMPUSES ONLY** ➔

First Name: _____

Last Name: _____

Maiden/Former Name: _____

Social Security Number (last four digits): _____

Program: _____

Degree Completion Year: _____

HOW NAME SHOULD APPEAR ON DEGREE:

Name to be printed on degree: _____

PLEASE PRINT

DEGREE OPTION:

Students who started their degree program **before January 5, 2015** have the option to receive a degree with the institution's previous name or the current name. Please check an option below.

- I want my degree to reflect *Adler School of Professional Psychology*
- I want my degree to reflect *Adler University*
- Not applicable (started degree program on or after January 5, 2015)

MAILING INFORMATION (PLEASE PRINT):

First Name: _____

Last Name: _____

Address: _____

City/State/Zip Code/Country: _____

Email: _____

Phone: _____

WOULD YOU LIKE TO UPDATE YOUR CONTACT INFORMATION WITH THE INFORMATION ABOVE?

YES

NO

PAYMENT INFORMATION:

FEE: \$ 60.00 USD EA

Check or money order made out to *ADLER UNIVERSITY* OR credit card --- (download *credit card authorization* form – form located on same page as this form).

HOW TO SUBMIT ORDER:

Email (PREFERRED METHOD): registrar@adler.edu

Fax: (312) 277-0918

Mail: Adler University
Attn: Office of the Registrar
17 North Dearborn Chicago, IL 60602-4130

NOTE: The Office of the Registrar places orders from an outside vendor approximately once a month. Your degree will be mailed directly from our vendor via UPS to the address that you provided above. Your diploma will not be ordered if you have an outstanding balance with the University.

Signature: _____ **Date:** _____

**Electronic or typed signatures are accepted for this form ONLY when submitted through your Adler e-mail account.*