



REPLACEMENT DIPLOMA REQUEST

TRUTH. TRAINING. TRANSFORMATION.

Please read all instructions:

All financial obligations must be met before the replacement diploma or track will be released.
The processing fee must accompany the request.
Allow 3 to 5 working days for the processing.

Student Information

Student ID: _____ Name: _____
Please print name as it should appear on diploma

Street Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Date of Birth: _____ Phone: _____

Diploma/Certificate Information

- | | |
|--|-------------------------|
| <input type="checkbox"/> ADCP Diploma | Processing Fee: \$60.00 |
| <input type="checkbox"/> ABS Diploma | Processing Fee: \$60.00 |
| <input type="checkbox"/> Bible Certificate | Processing Fee: \$10.00 |

Payment AND Mailing/Pick up Information

PAYMENT (please check):

For Students: Cash Check Credit/Debit Card (Online payment by Student Portal – Sonisweb)
For Alumni/Withdrawn status: Cash Check

I will pick up my diploma/certificate Please mail my diploma/certificate:

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Student Signature Date

| | |
|---|---------------------|
| For Office Use Only: | |
| Date request received: _____ | Processed by: _____ |
| Date mailed/made available for student pick up: _____ | |