



STATE OF TENNESSEE
Department of Education
Office of Accountability
6th floor, Andrew Johnson Tower
710 James Robertson Parkway
Nashville, TN. 37243

DUPLICATE DIPLOMA REQUEST:

Effective immediately, only written and signed requests will be accepted. The student who is requesting the duplicate diploma must sign the form, **and must include the \$10.00 fee. NO REQUEST WILL BE COMPLETED WITHOUT THE FEE.**
Please make checks payable to: TREASURER STATE OF TENNESSEE

The following is the information needed:

FULL NAME OF STUDENT:

NAME OF HIGH SCHOOL ATTENDED:

CITY & COUNTY WHERE SCHOOL IS LOCATED:

DATE OF GRADUATION (month & year):

Signature of Student making request:

Current mailing address:

Please allow 3-4 weeks for request to be processed.

Telephone: _____