

Replacement Diplomas can be picked up by student only (at the Registrar's Office in Beaver, WV) or mailed.



Replacement Diploma Request Form

(There is a fee for a Replacement Diploma, please contact the Business office for current fee information.)

Name _____
Last First MI Date _____

Name as it appeared on the Original diploma _____

Date Of Birth _____ Student ID# _____ Telephone # _____

Current Mailing Address _____
Street Address City State Zip

PLEASE LIST Degree to be replaced _____

Mail Diploma to address below:

☐ Paid: _____

By typing my name below, I understand and agree that this form of electronic signature has the same legal force and effect as a manual signature.

Student Signature

Submit completed request forms to your campus' Business Office or to the Registrar's office or mail to:

Registrar's Office 280 University Drive Beaver WV 25813. Or fax to 304-929-0200

If you any questions please contact Tonya Webb, 304-929-6722 or twebb@newriver.edu

You may phone the Business office, to make payment electronically

Mercer/Beckley- (304) 929-5448

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Greenbrier- (304) 647-6569

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Nicholas- (304) 883-2422