

Complete & Return to:

Northcentral Technical College
 Student Records
 1000 W Campus Drive
 Wausau WI 54401-1899

studentrecords@ntc.edu
 Fax No: 715.301.2023

NTC DIPLOMA REPRINT REQUEST



DIPLOMAS MAY BE WITHHELD IF OVERDUE OBLIGATIONS
TO THE COLLEGE HAVE NOT BEEN SATISFIELD

STUDENT'S SIGNATURE REQUIRED _____

Date: _____

Your signature authorizes NTC to reprint your diploma as requested.

PLEASE PRINT CLEARLY

STUDENT INFORMATION:

Identification Information	Student ID	OR	Social Security #	Birthdate
Name	Last	First	Middle	Maiden/Previous Last Names
Current Address	Number and Street		City	State Zip Code
Contact Information	Email Address		Daytime Phone Number ()	
Dates of Enrollment List Mo./Yr.	First Enrolled -----	Last Enrolled	Degree(s) Received and Year	

ADDITIONAL INFORMATION:

CLASSES TAKEN PRIOR TO 1995: Yes No

GRADUATED OR EXPECTED DATE OF GRADUATION:

May Aug. Dec. Year _____

PLEASE CHECK DIPLOMA DELIVERY METHOD:

Note: A diploma reprint will bear the original date of program completion but will have the signatures of the current administration. Diploma reprints may take up to two weeks to be processed.

- Mail to student's address listed above
- Pick up at the NTC Wausau campus (**photo ID required**)

PAYMENT METHOD

There is a fee of \$10.00 per diploma. Number of reprints: _____

- Credit Card – Payment can be made by calling the Assistant Registrar at: 715.803.1023
- Check – Mail with completed form
- Cash – Mail with completed form

Processed by _____ Payment Received by _____ Date _____