

## DIPLOMA MAILING REQUEST

PRINT  
NAME

FIRST

MIDDLE

LAST

*The name on your diploma will be your name in our records  
as of your last quarter of registration.*

ADDRESS

CITY

STATE

ZIP

PHONE

E-MAIL

PROGRAM

DEGREE

DEGREE DATE

### A signature will be required upon delivery.

Diplomas for current graduates will be available approximately 8 to 12 weeks after degree conferral date.

The mailing fee is \$20; however, we will mail diplomas at no charge for School of Nursing students (MEPN, DNP, Supplemental Studies, Nursing MS, Nursing PhD, and Sociology PhD) who graduated in spring 2006 or later, Master of Translational Medicine students who graduated in spring 2020 or later, School of Pharmacy students who graduated between fall 2006 and fall 2012, and Equity in Brain Health students. To receive your diploma by mail, choose your payment method below and send this form to:

Transcript and Diploma Unit  
UCSF Office the Registrar  
UCSF Box 0244  
500 Parnassus Avenue MU-200W  
San Francisco CA 94143

### PAYMENT METHOD

- Check or money order (payable to UC Regents)
- Credit card (Visa, MasterCard, Discover, American Express)

Card No. (or phone number if e-mailed — see below)

Exp. Date

For credit-card payments only, you may fax your form to (415) 476-9690. **Payment card industry policy prohibits us from accepting credit card information by e-mail.** If you need to submit this form by e-mail, please enter your daytime telephone number in the "Card No." field, and we will call you to ask for your credit card information. Our e-mail address is *registrar@ucsf.edu*.

Please allow one to two weeks for processing.