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, Supple-
mental 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.