



OFFICE OF REGISTRAR

Replacement Minor Form

To obtain a replacement minor certificate, please fill out the form below. There is a \$15 charge for a replacement. Please Login Arkansas State University 's Marketplace Application to pay this amount. Please allow at least two weeks for processing. If you need additional copies or multiple diplomas, the \$15 charge will apply to each.

[Link to Arkansas State University's Market place](#)

https://secure.touchnet.net/C20019_ustores/web/product_detail.jsp?PRODUCTID=790

Please give the approximate date you were awarded the minor. We will research the official date. Please list contact information in the event that we need to follow up to obtain additional details regarding the request.

Certificates will NOT be mailed to third parties - including family members - unless written consent is provided by the student in question. Certificates are not available for minors awarded prior to 2011.

Degree/Certificate Information

Name to Appear on Certificate (First)				(Middle)				(Last)							
Address (Street)															
(City)				(State)				(ZIP)				(Country)			
Student I.D. Number						Date of Birth									
Minor Certificate Awarded (Include year earned)				College (Business, Fine Arts, etc.)				Honors/Distinctions				Copies			
Minor Certificate Awarded (Include year earned)				College (Business, Fine Arts, etc.)				Honors/Distinctions				Copies			
Reason for obtaining a new certificate															

Shipping Information

Name (First)				(Middle Name)				(Last)									
Mailing Address (Street)																	
(City)				(State)				(ZIP)				(Country)					
Email						Phone						Request Diploma Cover (check box)				<input type="checkbox"/>	
Signature										Date							

RETURN THIS FORM TO:
Graduation@Astate.edu (or)
ATTN: GRADUATION COORDINATOR
Office of the Registrar
P.O. BOX 1570
STATE UNIVERSITY, AR 72467
 Phone : (870) 972-2031