

Early Release of Parchment Form

This form is used when a student has been awarded their degree in advance of Convocation, and would like their parchment released prior to the ceremony. Parchments are released without charge twice a year at either Spring or Fall Convocation.

1. Student Information												
Student Number:												
Social Insurance Number (if student number not known):												
Full Legal Name (include accents, mixed case, and hyphens):												
First name							Middle Name					Last Name

2. Degree Information
Degree to be conferred:
Expected Month and Year of Conferral:
Special designations (distinction, internship, coop, etc.):

3. Pickup or Mailing Information			
Email Address:			
<input type="checkbox"/> I would like to pick up the diploma when it is ready.	Daytime Phone Number(s):		
<input type="checkbox"/> I would like to have the diploma mailed to me.	Office use only: Date Mailed:		
Street Address			
City/Town	Province	Postal Code	Daytime Phone Number(s):

4. Payment Information		
The University of Regina charges \$42.00 for each diploma ordered, or \$73.50 for two diplomas (of differing credentials). Please make personal cheques or money orders payable to the 'University of Regina'. All payments must be received and processed prior to the releasing of the diploma.		
Amount Enclosed: \$ (One diploma: \$42.00 / Two diplomas: \$73.50)		
<input type="checkbox"/> Cash (In-person ONLY)	<input type="checkbox"/> Money Order #	<input type="checkbox"/> Cheque #
<input type="checkbox"/> Visa/Mastercard #		Expiry Date:

Student's Signature:	Date:
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Return form with payment, directly to:
 Registrar's Office, AH 210
 University of Regina, REGINA, SK S4S 0A2
 Fax: (306) 585-5203
 Phone: (306) 585-4175