

Duplicate Diploma Order Form

To order a duplicate diploma, please complete the following request and attach a scan or copy of a valid form of photo ID. These documents can either be scanned/mailed to registraroffice@aup.edu or mailed it to the following address: The American University of Paris, Registrar's Office, 5 boulevard de la Tour Maubourg, Paris 75007 France.

60€ will be charged for every replacement diploma ordered. Payment methods accepted: credit card by filling out the information below, check made out to The American University of Paris, or cash in euros paid at Student Accounting Services Office located at 5, boulevard de la Tour Maubourg Paris 75007.

Please note: your diploma will not be ordered or released until payment has been made.

Diplomas are ordered three times per year: in February, June and October. They arrive within six weeks of the order. If you need the diploma within a shorter delay, let us know. Once the diploma arrives we will notify you and mail it to the address provided below (note "pick-up" if you will collect the diploma in person at the Registrar's Office):

Student ID:

Student name to appear on diploma (write or type name *exactly* as you want it to appear on the diploma)

First Name:

Middle Name (optional):

Last Name:

Email Address:

Graduating Semester:

Degree earned:



Bachelor of Arts / Science



Master of Arts / Science

Mailing address to which diploma should be sent:

Method of Payment (please circle one): check credit card cash

Please circle: Visa/Mastercard/American Express

Card Holder's Name:

Credit Card Number:

Credit Card Expiration Date:

Card Security Code (3 digits on back of card):

Card Holder's Signature: