



REQUEST FOR HIGH SCHOOL DUPLICATE DIPLOMAS

Reissued Diplomas (\$20.00 each):

Number Requested :

- Mail to address indicated below:
 - Graduate's mailing address
 - Other mailing address

- Pick up from InspireNOLA network office
2401 Westbend Parkway, Suite 4040
New Orleans, LA 70114

Money Orders, Cashier's Checks, or Company Checks are accepted and should be made payable to InspireNOLA Charter Schools. Cash and Personal Checks are not accepted. If you are requesting more than one copy, you may combine the total amount and submit one method of payment.

Fees are Nonrefundable.

I agree that InspireNOLA charter Schools will have access to the following personally identifiable information: Full Name, Social Security Number, and Date of Birth.

Print or Type the following information:

Student's Current Name (First, Middle, Last)	Student's Contact Number (Including area code)
Student's Name at time of graduation (First, Middle, Last)	Date of Birth (Month, Day, Year)
Social Security Number	Month and Year of Graduation
Name of High School	Email Address

PLEASE READ THE TOP OF THE FORM CAREFULLY AND PROVIDE THE PROPER ADDRESS:

- Graduate's Mailing Address
- Name of Company, Institution, etc.:

Signature of Graduate	Date
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Return this completed form, copy of either a Driver's License, or other State-issued ID and the appropriate fee(s) to:

**InspireNOLA Charter Schools
Attention: Diploma Request
2401 Westbend Parkway, Suite 4040
New Orleans, LA 70114**

Notice: Student records are released in accordance with the CFR 34.99, Family Educational Rights and Privacy Act (FERPA) which does not require immediate release of copies of student transcripts. Requests are processed within 45 business days.