



State University of New York
CLINTON
Community College

Duplicate Diploma Request Form

Name: _____

(Diploma name will be exactly as original diploma was issued)

Note: Duplicate Transcript fee is \$12.00. Fee must be paid to CCC Bursar Office prior to diploma being ordered. Payment may be submitted via cash, check payable to Clinton Community College, Visa, Mastercard, or Discover. Please contact the Bursar's Office by telephone at (518) 562-4132 or by mail at 136 Clinton Point Drive, Plattsburgh NY 12901.

Address to Mail Diploma to:

Street Address: _____

City: _____

State: _____ Zip Code: _____

Phone Number: _____ Cell Number: _____

Student Signature: _____

Date: _____

Office Use:

Bursar Office: Paid date/initials: _____

Registrar Office: Ordered date/initials: _____