**Diploma Request**
**09-10 School Year**

Before you begin
**Save this form to your hard drive**.

To begin, use your mouse to click in the first blank gray box. When done typing hit the "tab" button on your keyboard to advance to (or use your mouse and click on) the next box.

Date:

Student's Name: (as you'd like it to appear on the diploma) Student ID #:

Dates student attended NorthStar: (month/year) to (month/year)

Diploma type: ☐ Standard ☐ Advanced
*(See "Diploma Options" in School News – Formal Documents & Reminders folder for graduation requirements)*

Please send my diploma to the following address (Use the "enter" key to add another line – Use the "tab" key or your mouse to advance to the next cell):

(Name & Mailing Address)

Diplomas will be available approximately 3 weeks after the last day of the school year. Please note: diplomas will not be sent until a student's account is paid in full. (Use the space bar to activate the check box or click on it with your mouse)

☐ Diploma - $10

☐ Diploma & Display Folder - $25

The cost includes stateside mailing costs (1st class mail).

International airmail and expedited mailing costs are additional:

Postal:

- ☐ Airmail - $10.00
- ☐ Priority: $6.00 – stateside (2-3 day); $15.00 – international (6–10 days)
- ☐ Express: $20.00 – stateside (overnight most areas); $30.00 – International (3–5 days).

FedEx:

- ☐ Express: $30.00 – stateside (overnight most areas); $30.00 - $80.00 – International (2-4 days).

I would like to pay for the diploma:

- ☐ Check or money order enclosed (*this payment option is available for mail in requests only)*
- ☐ Credit card - on file
- ☐ Credit card number Exp. Date: mm/yr Name on card:
- ☐ We are members of IMB - per a prearranged agreement they will pay the cost on my/our behalf – must be a current student - this option is not available to former students not currently enrolled.
- ☐ My son/daughter has a credit in his/her account

Special Instructions: