



Registrar's Office
 1407 14 Avenue NW Calgary, AB T2N 4R3
 Tel: 403.284.7634 Fax: 403.284.7644
 registrar@auarts.ca

Request for Parchment Replacement or Additional Copy

The awarding of a credential is noted on the academic transcript and is evidenced by the parchment. The original parchment is provided during the Convocation Ceremony or mailed to the graduate after the Ceremony in May. Additional copies and replacement parchments are available upon request by the individual named on the credential by using this form. A fee will apply.

Student Information

Student ID:	Student last name:	Student first (or chosen) name:	
Street / Box address:	City:	Province:	Postal code
Country:	Email Address:	Phone:	

Credential Details

Please indicate the credential and year the original parchment was awarded

BDesign BFA MFA Diploma _____ Year

Choose one of the following

- Please send me a copy of my original parchment.
- I would like to replace my original parchment with a new one because my legal name has changed. Enclosed:
 - Copy of original parchment. Documentation to support name change e.g. copy of drivers license or marriage certificate.
- I would like to replace my original parchment because I graduated with a BFA in Visual Communications Design and would like it to be replaced with a Bachelor of Design. (Academic Calendar – Awarding of Credentials). Enclosed:
 - Copy of original parchment.

Submit the application processing fee.

I will pick up the parchment at the AUArts campus. Please mail the parchment to my address above.

Please check here to sign up for the Alumni Newsletter and AUArts Alumni Updates
 Visit: AUArts.ca/alumni/stay-touch for details. Email alumni@auarts.ca with your updates.

Applicant's signature:	Date:
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Office Use Only

Fee Paid:	Replacement /Copy Printed:
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Registrar's Office || Issue Date: April 2021