

Georgia Cyber Academy

Alumni, Summer and Reprint Diploma Request

This request is for Alumni, Summer Graduates and Diploma Reprints ONLY!

To order your alumni, summer or reprint diploma, you will need to provide a copy of your High School transcript which contains your name and official graduation date. The name and graduation date printed on the diploma will reflect the information provided in your transcript. We cannot change the name on your diploma.

Please visit the following website for student transcript requests:

www.georgiacyber.org/students/transcript-requests

Once you receive your transcript, please complete this form and drop off or mail it to the Herff Jones office along with your transcript and payment.

Please complete this form and mail/return to our office along with your transcript and payment. **Reprinting of High School diplomas will take 10-12 weeks.**

The cost of having your diploma reprinted is \$60.00, plus tax. Total cost is \$64.20. Mail/Drop off a money order with your transcript and the form below to the following address:

**Herff Jones
4634 Lawrenceville Highway
Suite B
Lilburn, GA 30047**

(770) 921-9022

Name to appear on Diploma: _____
(First, Middle, Last)

Year of Graduation _____

High School _____

Address to mail Diploma: Name _____

Home Address _____

City _____ State _____ Zip _____

Home Phone: () _____

Please note: If the diploma is needed for employment purposes, often the transcript will suffice since this document will contain your graduation date.