



APOSTILLE/NOTARY DIPLOMA AND TRANSCRIPT REQUEST

- To request an Apostille Diploma and Transcript, send this completed form in an 8.5" X 11" minimum mailer to request your transcript and a duplicate diploma. The transcript fee is \$10, and the duplicate diploma fee is \$50. The check for these items may be made payable to Saint Mary's College of California. You may pay in person or mail with Cash, Check or Money Order.
- Include the [request](#) to the Secretary of State that identifies the country of destination.
- Include a stamped, self-addressed envelope (8.5"X11" minimum) for the State of California to send the documents to you.
- Include an additional check, for \$20, made payable to the Secretary of State of California.

Name: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ E-Mail: _____

ID#: _____ (If you do not know your ID, last 4 of your SSN)

Program of Study: _____ Year of Graduation: _____

Signature: _____

Print your legal name below, EXACTLY as you would like it to appear on the diploma:

You may contact the Office of the Registrar at 925-631-4214 with any questions.

Please send a Check or Money Order with this packet to:

Registrar's Office

Saint Mary's College of California

PMB 4748

1928 St. Mary's Rd. Moraga, CA 94575