

Diplomas and Certificates of Completion Order Blank

Date of Graduation_____

Teacher_____School_____

_____ We do not need any diplomas this year.

Note: Print names clearly and in **CAPS**. Be sure to indicate diploma* or certificate**. Check the last column if you are ordering the diploma covers.

***DIPLOMAS** are issued to students who are satisfactorily completing the eighth grade.
****CERTIFICATES OF COMPLETION** are issued when grades are not satisfactory, but promotion is granted. (When in doubt, contact your principal or superintendent.)

NAME: first, middle, last	Diploma	Certificate	Cover
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Prepare duplicate copy for your records.