Tennessee Public High Schools only - DUPLICATE DIPLOMA REQUEST:
Send request to address above. No GED requests. GED requests need to go through TN Dept of Labor and Workforce Development, Adult Education Div.

Effective immediately, only written and signed requests will be accepted. The student who is requesting the duplicate diploma must sign the form, and must include the $10.00 fee - Money Order only (NO CHECKS and NO CASH). NO REQUEST WILL BE COMPLETED WITHOUT THE FEE. Please make Money Order payable to: TREASURER, STATE OF TENNESSEE
Please call 615-253-5705 for any questions.

The following is the information needed:

FULL NAME OF STUDENT: (as it was the year you graduated)
_____________________________________________________________

NAME OF TENNESSEE PUBLIC HIGH SCHOOL ATTENDED:
_____________________________________________________________

CITY & COUNTY WHERE SCHOOL IS LOCATED:
_____________________________________________________________

DATE OF GRADUATION (month & year):
_____________________________________________________________

DOB: _____________________________

Signature of Student making request: _____________________________

Current mailing address to mail diploma:
_____________________________________________________________

Telephone: _________________

Please allow 2-3 weeks for request to be processed.