



# Replacement Certificate/Professional Transcript Request

Complete the fields below and then submit the form using the information below.

## Student Information – Print or Type

<b>Name:</b> (As it should appear on the certificate)
<b>Other Name:</b> (If different at the time of attendance)
<b>Email:</b>
<b>Phone:</b>
<b>Program Name:</b>
<b>Date(s) Attended:</b>
<b>Today's Date:</b>

## Payment

<b>Credit Card:</b> AMEX    Discover    MasterCard    Visa
Name on Card
Credit Card Number
Expiration Date
<b>Check/Money Order:</b> Payable to The University of Texas at Austin.

## Request Details

Please note: Replacement certificates will be provided in printed format. All fees are non-refundable. <b>Please allow one week for certificate to be recreated and mailed.</b>
<b>\$20 Replacement Printed Certificate</b>

## Contact & Submission Information

<b>Email:</b> Scan and send as an email to <a href="mailto:cpe@austin.utexas.edu">cpe@austin.utexas.edu</a> .	<b>Phone:</b> (512) 232-6520	<b>Fax:</b> (512) 471-2905	<b>Web:</b> <a href="http://professionaled.utexas.edu">professionaled.utexas.edu</a>
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