

West Contra Costa Unified School District  
Diploma Correction Request

Date: \_\_\_\_\_

School: \_\_\_\_\_

Name as stated on diploma list: \_\_\_\_\_

Corrected Name: \_\_\_\_\_

**If you know the answers to the next two questions fill them in, if you don't that's okay too.**

Purchase Order #: \_\_\_\_\_

Student number on diploma list: \_\_\_\_\_

e-mail completed form to: [mkitchen@wccusd.net](mailto:mkitchen@wccusd.net)

Please note that once the diploma order has been placed every effort will be made to accommodate requested changes, however in some cases the corrected diploma will not arrive before graduation. In this case an extra charge will be assessed.