

DIPLOMA LETTER REQUEST FORM

Diploma letters for students who graduated prior to the current school year are processed by the Admissions Department of the Dufferin-Peel Catholic District School Board (DPCDSB). An official DPCDSB diploma letter can be used as proof of graduation from a DPCDSB secondary school. To request a diploma letter, please complete this form and email it to transcripts@dpcdsb.org. Diploma letters will be mailed to the student's home address.

APPLICANT INFORMATION

Date of Request: _____			
Last Name: _____		First Name: _____	
Last Name (while in school): _____		Middle Name: _____	
Other Names: _____		Gender: ☐ Male ☐ Female	
Date of Birth (DD/MM/YYYY): _____		☐ Not disclosed ☐ Self-identified	
Current Mailing Address: _____ _____			
Primary Phone Number: _____		Other Phone Number: _____	

DPCDSB SCHOOL INFORMATION

Last DPCDSB Secondary School Attended: _____		Last Year Attended: _____	
Student Number (if known): _____		OEN (if known): _____	

FEES: Diploma request fees apply to letters from prior to the current school year. Fees can be paid online through [SchoolCashOnline](#). **Diploma Letter Fees:** CAD \$25.00.