

**Booker T. Washington High School**  
1111 Park Avenue  
Norfolk, VA 23504  
Phone: 757-628-3575 • Fax: 757-628-3566

**Cost: \$10.00**

## Diploma Request

Name \_\_\_\_\_  
Last Name First Name Middle

Address \_\_\_\_\_ Zip code \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Date of Graduation \_\_\_\_\_ Date of Birth \_\_\_\_\_

Send to above address

call when diploma arrives

Request Signature \_\_\_\_\_

All reordered or back-dated diplomas are **\$10.00** each. The delivery time from the company is **5-6 weeks**. The diploma will have your name at the time of graduation, year of graduation and the names and signatures of the **current** principal and superintendent.

**PLEASE ALLOW 5 TO 6 WEEKS  
FOR PROCESSING**

Guidance section

Verified date of Graduation \_\_\_\_\_ Verified by \_\_\_\_\_

Picked up by: \_\_\_\_\_ Date \_\_\_\_\_

Main office section

Receipt # \_\_\_\_\_

Amount Paid \_\_\_\_\_

Office Personnel Signature \_\_\_\_\_