

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: <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Date of Birth (DD/MM/YYYY): _____ | <input type="checkbox"/> Not disclosed <input type="checkbox"/> 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.