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| **Section A: Personal Details** |
| Student ID Number: |  |
| Student Name: |  |
| Programme of Study: |  |
| Contact Number: |  |

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| **Section B: Method of Issue** |
|  Registered Post |
| Your parchment will be issued by registered post to the postal address recorded on the University’s Student Information System. Please ensure this is up-to-date on your [Student Apps Page](https://www.dcu.ie/iss/Student-My-Page.shtml) before submission of this form.  |

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| **Section C: Student Declaration** |
| *I confirm that the above information is true and accurate. I understand that the parchment issued on foot of this application will be a single copy issued by the University.* *Furthermore, I understand that any future requests for parchments must follow the Replacement Parchment process.*  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature | \_\_\_\_\_\_/\_\_\_\_\_\_\_/20\_\_\_\_\_Date  |