



International Bible Training College (IBTI)

Impact the nations with your vocation

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REQUEST TO REISSUE DIPLOMA, CERTIFICATE OR TRANSCRIPT

First Name: [Click here to enter text.](#) Middle Name: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Date of Birth: [Click here to enter a date.](#)

Years of study at IBTI: [Click here to enter text.](#)

MAILING ADDRESS:

Street: [Click here to enter text.](#)

City: [Click here to enter text.](#)

Province: [Click here to enter text.](#)

Post code: [Click here to enter text.](#)

Country: [Click here to enter text.](#)

I REQUEST:

- Certificate
- Diploma
- Certificate and Transcript
- Diploma and Transcript
- Transcript

REASON FOR REQUEST:

- My previous diploma or certificate was damaged.
- My previous diploma or certificate was lost or destroyed.

FEES FOR REISSUED DOCUMENTS ARE¹:

- £40 for Diploma or Certificate and Transcript
- £30 for Diploma or Certificate
- £15 for Transcript

Please allow up to one month for processing. If you have changed your surname, please give the name and surname on your issued diploma that will match your name and surname in our records.

CERTIFICATION: I declare under penalty of perjury that the abovementioned information is true and correct. ²

Signature: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

¹ The fees for reissuing the documents apply also if the request is to send them via email only as scanned documents.

² If you present this form in person at the academics office, please bring photo identification and sign the form in the presence of our staff.