



Request for **DUPLICATE DIPLOMA OF DEGREE**

(Before sending the **the form by ticket to the** Student Services Office, request the payment of the stamp duty of € 16,00 and the contribution of € 60,00 for the issue of the duplicate)

To the Honourable Rector
of the University of Bergamo

The undersigned _____
enrolment no. _____ Italian Tax Code _____
tel. _____ email _____
graduated on _____ in _____

REQUESTS

the issuance of a duplicate degree diploma, as the original:

- has been lost
- has been stolen
- has been destroyed/ruined
- contains personal details that have changed

Enclosures:

- copy of the report of loss filed with the Public Security Authorities or declaration in lieu of affidavit under art. 47 of Italian Pres. Decree 445/2000 available on the website <https://www.unibg.it/servizi/segreteria/modulistica>
- receipt of the payment for a duplicate diploma (€ 60,00) and of the stamp duty (€ 16,00), to be requested via ticket (Student Secretariat Ticket) specifying enrolment number, surname and name and date of birth)
- original degree diploma (in case of request due to deterioration or change of personal data)

Sincerely,

Bergamo, _____

Student Signature



**UNIVERSITÀ
DEGLI STUDI
DI BERGAMO**

Area Didattica
e Servizi agli studenti

Settore Carriere
e Servizi agli studenti

Via F.lli Calvi 10 – 24122 Bergamo ITALIA

[Ticket Segreteria studenti](#)

Tel. 035 20.52.620

RECEIPT OF REQUEST FOR A DUPLICATE DIPLOMA OF DEGREE

NAME SURNAME ENROLMENT NO.

DEGREE PROGRAMME

RECEIPT STAMP

Via F.lli Calvi 10 – 24122 Bergamo ITALIA

[Ticket Segreteria studenti](#)

Tel. 035 20.52.620