



# Application to convert Bachelor of Laws (LL.B.) Degree to a Juris Doctor (J.D.) Degree

The parchment will be mailed out in a cardboard envelope to the address listed below after the form and payment have been received.

The replacement diploma is produced with the current style and with the signatures of the officials currently in office. The parchment will be issued with a replacement note on the reverse side.

Legal documentation is required for all name changes. A copy of a driver's license or marriage certificate is acceptable.

**There is a fee of \$50 for a replacement parchment.**

## GENERAL INFORMATION

**JD conversion applications will only be processed at the end of January and July each year**

Last Name		First Name		Middle Name	
Previous Names (if applicable)		U of S Student Number (if known)		Date of Graduation <input type="checkbox"/> Spring      Year <input type="checkbox"/> Fall	

### Please Note:

- Payment must accompany this request. Please make cheques payable to the University of Saskatchewan.
- Parchments will be held until all outstanding accounts with the University of Saskatchewan are cleared.
- The University of Saskatchewan will not be held responsible for meeting deadlines or ensuring delivery.
- Parchments will not be released to a third party without the written authorization and signature of the applicant.
- Photo identification is required to pick up parchments.

## METHOD OF PAYMENT

- Cheque   
  Money Order   
  Certified Cheque   
  MasterCard   
  VISA   
  Other \_\_\_\_\_

Name as it appears on credit card		MasterCard/Visa Number	
Expiry Date (mm/yy)	Card Holder's Signature		

## DELIVERY INSTRUCTIONS

- I will pick up my parchment  
 I authorize \_\_\_\_\_ to pick up my parchment  
 Deliver my parchment to the following address:

Last Name		First Name				
Address		City		Province	Country	Postal Code
Tel:		E-mail				
Delivery Method <input type="checkbox"/> Regular Mail <input type="checkbox"/> Courier		Courier Rates (Courier delivery requires a street address and telephone number. They will not deliver to a box number.) • Within Canada \$17      • Within USA \$30      • International \$45				

## APPLICANT AUTHORIZATION

I hereby authorize Academic Services & Financial Assistance to reprint and release my parchment.

Signature	Date
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FOR OFFICE USE ONLY	
<input type="checkbox"/> Cheque	<input type="checkbox"/> Money Order <input type="checkbox"/> Certified Cheque
<input type="checkbox"/> Credit Card	<input type="checkbox"/> Other _____
<input type="checkbox"/> Regular Mail	<input type="checkbox"/> Courier \$ _____
<b>Total Paid \$ _____</b>	
<input type="checkbox"/> Original diploma returned	
Date Processed _____	Staff Initial _____

Please return form to:

CONVOCATION—ACADEMIC SERVICES AND FINANCIAL ASSISTANCE

105 Administration Place ■ University of Saskatchewan ■ Saskatoon, SK S7N 5A2 Canada

Email: convocation@usask.ca ■ Website: students.usask.ca/convocation ■ Tel: (306) 966-1212 ■ 1Fax: (306) 966-6730