Attachment A, Supt’s Memo No. 055-19

February 25, 2019

**COMMONWEALTH OF VIRGINIA**

DEPARTMENT OF EDUCATION

**P.O. BOX 2120**

**RICHMOND, VIRGINIA 23218-2120**

# Class of 2019DIPLOMA SEAL REQUEST FORM

(PLEASE TYPE OR PRINT) Start of form

SCHOOL DIVISION:

CENTRAL OFFICE CONTACT:

**SHIPPING ADDRESS**

(Please NO P.O. Box):

CITY, STATE, ZIP CODE:

TELEPHONE NO. (WITH AREA CODE):

EMAIL ADDRESS:

**TYPE OF SEAL: NUMBER OF SEALS NEEDED** (Seals should be placed in the lower left quarter of the diploma.)

Governor’s Seal:

Board of Education Seal:

Board of Education’s Career and Technical Education Seal:

Board of Education’s Seal of Science, Technology, Engineering, and Mathematics (New in 2019):

Board of Education’s Seal of Advanced Mathematics and Technology:

Board of Education’s Seal for Excellence in Civics Education:

Board of Education’s Seal for Biliteracy:

Board of Education’s Seal for Excellence in Science and the Environment (New in 2019):

**DATE NEEDED IN HAND:**

Signature of Division Superintendent:

End of form

**PLEASE EMAIL your request before May 1, 2019 to:**

**Bamboo Ink**

Contact Brooke or Bob Rhodes

Telephone: 804-230-4515

brooke@bambooink.com

Questions or concerns? Please email Misty Kiser at

misty.kiser@doe.virginia.gov