Office of the Registrar
433 Bolivar Street
New Orleans, LA 70112
(504) 568-4829 phone
(504) 568-5545 fax
registrar@lsuhsc.edu

DNS to PhD in Nursing Degree Title Conversion Request Form

Clear Form

This conversion does not alter the original conferral date of the degree. Your transcript will be updated to reflect the PhD in Nursing, and you will be eligible to order a new PhD diploma after the Registrar's Office processes your request. Please note that updated diplomas will bear the current authorized signatures approved by the LSU Board of Supervisors, not the signatures that appeared on your original diploma.

Section 1: Student Information

Full Legal Name:_____

Student ID Number (if known):_____ Date of Birth:_____

Phone Number: _____ Email Address: _____

Section 2: Original Degree Information

Original Degree Awarded: Doctor of Nursing Science (DNS) Date Degree Awarded:_____

Name as Printed on Original Diploma:_____

Section 3: Documentation Provided

☐ I am submitting my original DNS diploma with this request
☐ I do NOT have my original DNS diploma and am submitting:
  ☐ Affidavit of Lost or Missing Diploma (attached)

Section 4: Student Authorization

I hereby request that the Registrar's Office convert my awarded degree from Doctor of Nursing Science (DNS) to Doctor of Philosophy in Nursing (PhD). I understand that the degree award date will not change and that I must surrender my original DNS diploma or submit an affidavit affirming I no longer possess it.

Signature of Student_____ Date _____

Section 5: Registrar's Office Use Only

Date Request Form Received:_____ Original Diploma Received: ☐ Yes ☐ No

Affidavit Received: ☐ Yes ☐ No ☐ N/A Identity Verified: ☐ Yes ☐ No

Date Degree Updated in SIS:_____ Staff Initials:_____