

**UNIVERSITY OF WISCONSIN-EAU CLAIRE
DIPLOMA REPLACEMENT REQUEST FORM**

Name _____ Student ID or SS Number _____
(Please print)

Date of Birth _____ Maiden Name, if applicable _____

Name as shown on the original diploma _____

Month/Year of Graduation _____ Degree earned _____

Reason for Replacement/request: (Please check one)

Diploma has been lost or damaged.

Name has been legally changed.

Size and pieces requested: (Please check only one. Price is the same for any choice.)

large (8"x10") diploma only

large cover only

large diploma & cover

Name to be shown on the replacement diploma: _____
(Note: Initials may be substituted for names and vice versa.)

Address for mailing:

Email address: _____

Signature: X _____ Date _____

- This form and the **\$40 fee** must be received in our office before we place the order
- Please make checks payable to UWEC.
- Mail form and fee to:
UW-Eau Claire
105 Garfield Avenue
Blugold Central, 1108F VLL Hall, Registrar's Unit
Eau Claire, WI 54702-4004

Please note: Diplomas are ordered once monthly, so it may take several weeks to receive your diploma.

OFFICE USE ONLY:

check cash money order Date: _____ Degree: _____

Diploma Ordered Date: _____ By: _____ Honors: _____ Confer Date: _____

Diploma Mailed Date: _____ By: _____ Campus Leader Name: _____