



For Office Use Only:	
ADRP	_____
Ordered	_____
Mailed	_____

Request for Replacement Diploma

You must complete all sections of the form. To preserve student privacy, unsigned requests cannot be honored. The charge for a replacement diploma is \$13.00. A check or money order payable to SIUE should be submitted with your request. Replacement diplomas will not be issued if you have an outstanding financial obligation to the University. Please note: your diploma will be sent to the address below in approximately 4-6 weeks.

Diplomas will be issued with the original diploma name unless you have submitted a Name Change Request Form with required documentation to the University.

Name (Please Print):

Name Under Which You Attended SIUE:

Student ID Number or Last Four Digits of Social Security Number: _____

Term Degree Was Awarded: _____

Degree: _____

Major: _____

Signature (unsigned requests will not be honored): _____

Daytime Telephone: _____

Daytime Email Address: _____

Address Diploma Should be Sent to:

Your completed form, with payment, can be dropped off at the Service Center in Rendleman Hall, Room 1309 or mailed to:

Service Center
 Box 1080
 SIUE
 Edwardsville, IL 62026-1080

Questions? Contact Graduation staff at (618) 650-2282 or (618) 650-2263 or by email at graduation@siue.edu.