

# Diploma Replacement Request

Required fee : There is a \$20 fee for each replacement diploma requested. The fee is payable with cash or check. Credit/debit cards and other mobile payments are not accepted. Your request will not be processed until payment is received. Please make checks payable to "University of St. Thomas".

STUDENT INFORMATION		
Last Name	First Name	St. Thomas ID
Email		Phone

DIPLOMA DETAILS
Name to be printed on diploma(s):
Quantity requested :
Degree received:
Degree awarded date:

DELIVERY METHOD
You may pick up your diploma on our St. Paul campus or have it mailed to you . Diplomas are mailed in an oversized envelope with a cardboard insert to protect the document in transit. Diplomas will not fit in a standard -size mailbox.

Hold for pick up at Center for Student Achievement Desk (Murray-Herrick Campus Center