

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

Name \_\_\_\_\_ Student ID or last four SSN \_\_\_\_\_  
(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.
- The form, once signed, can be sent as an attachment to [DegreeReview@uwec.edu](mailto:DegreeReview@uwec.edu).
- Please make checks payable to **UWEC**. Online payments are also accepted through this [link](#).
- **Please check one** to indicate form of payment: Check  or Online Payment
- 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.*

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**OFFICE USE ONLY:**

online payment  check  cash  money order Date: \_\_\_\_\_ Degree: \_\_\_\_\_

Diploma Ordered Date: \_\_\_\_\_ By: \_\_\_\_\_ Honors: \_\_\_\_\_ Confer Date: \_\_\_\_\_