Diploma Mailing Request

This form is for original diplomas only for those students who graduated before Summer 2019. Complete form in black or blue ink.

☐ Mailing of Original Diploma: $25.00 within the U.S. ($40.00 international)

Student Information:

Name: ________________________________ OSU ID #: ________________________________

Last First Middle

Telephone (provide international phone number for international mailings): ________________________________

Email: __________________________________________________________ Name used while at OSU, if different: __________________________________________________________

Diploma Mailing Address:

Name: _______________________________________________________________________________________________________________

Street Address or PO Box: ___________________________________________________________________________________________

_______________________________________________________________________________________________________________________

City/Province/Township, State, Zip Code: ___________________________________________________________________________________

Country (if outside USA): _____________________________________________________________________________________________

Diploma Information:

Graduation Year: _________ Term: ☐ Fall ☐ Winter ☐ Spring ☐ Summer List Major(s): ______________________________

Check Degree Type: ☐ Bachelor’s ☐ Master’s ☐ PhD ☐ PharmD ☐ DVM

Check College:

☐ Agricultural Sciences ☐ Business ☐ Earth, Ocean, and Atmos. Sciences

☐ Education ☐ Engineering ☐ Forestry

☐ Graduate School ☐ Liberal Arts ☐ Pharmacy

☐ Public Health and Human Sciences ☐ Science ☐ Veterinary Medicine

Student’s Signature (Required): __________________________________________ Date: ____________________

The student must sign this form. Digital signatures are NOT accepted.

Mail request form and check or money order (made payable to OSU) to the OSU Registrar’s Office.

Please Note:
Original diploma requests are mailed approximately 2 to 3 weeks following receipt of your order. If you need multiple copies, duplicates, or reprints of your diploma(s), please use the request process outlined here.

Office Use Only

<table>
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<th>Payment Type: ☐ Cash ☐ Check/Money Order Number: ___________________________</th>
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<td>Amount Billed: _________</td>
<td>Billing Code: __________________</td>
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Revised 4/8/2021