

# Replacement Diploma Order Form

The Replacement Diploma Order Form is for former UW College students who graduated prior to September 2018 and wish to receive a replacement diploma.

## Order Process

- Complete student information section on page 2 of this form.
- Each replacement diploma is \$35.00 and can only be paid with a check or money order. Please include payment with this form.
- Replacement Diplomas can take up to 4-6 weeks to process and deliver.
- Please note that if you graduated from a four-year UW institution or a two-year UW institution after September 2018, do not use this form. You will need to contact the Registrar's Office of the campus you attended.

If you have questions regarding the replacement diploma process, please reach out to Enrollment Services at [registrar@uwex.wisconsin.edu](mailto:registrar@uwex.wisconsin.edu).

## Payment Information

Submit this completed form and payment to:

Universities of Wisconsin Office of Online & Professional Learning  
Enrollment Services  
780 Regent St. suite 130  
Madison, WI 53715

# Student Information

Please write your name as it appears on your UW Colleges student record.

Name (Last, First, Middle Initial)		Campus ID number (if known)	
Name as it should appear on Diploma		Date of Birth (Month/Day/Year)	
Your Degree Type (example: Associate of Arts)			
Campus where degree was earned		Date Awarded (Month/Year)	
Mailing Address			
City, State, Zip		Country	
Phone Number	Email Address		

**By signing this request, I authorize the University of Wisconsin Colleges to process this Replacement Diploma Request and deliver to the recipient listed above.** The Family Rights and Privacy Act of 1974 requires the student's signature to release student records. (Electronic signatures are not accepted.)

Signature	Today's Date
-----------	--------------