



Undergraduate Replacement Diploma Request

Replacement of a diploma is obtained from the Registrar's Office. The request must be made in writing and include the following information (you may print, complete and mail this page as your request):

PLEASE PRINT:

Date of Completion/Graduation: _____ Major: _____

Name at time of Graduation, if different: _____

Name as you wish it to appear on diploma: _____

Date of Birth: _____

A Replacement Diploma fee of \$25.00 is required. Payment may be made by check or Money Order made out to Western Connecticut State University.

Mail the replacement diploma to:

NAME: _____ PHONE: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

I understand that processing this order may take 3-6 weeks upon receipt of this request.

Signature: _____ DATE: _____

Please mail your request to:

WCSU-Registrar's Office OM102
181 White Street
Danbury, CT 06810