



Request for Replacement Diploma

Legal Name \_\_\_\_\_

Name to Appear on Diploma \_\_\_\_\_

CSU ID Number 909 \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Degree Received \_\_\_\_\_ Major \_\_\_\_\_

Graduation Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Fee: \$25 undergraduate diploma
\$40 graduate diploma

Please complete this form and submit payment in one of the following ways:

- 1. Mail form with check to Columbus State University, Office of the Registrar, 4225 University Avenue, Columbus, GA 31907
2. Email form to Registrar@Columbusstate.edu. A link to pay online will be emailed back to you.

An official PDF diploma will be emailed to you within one week after payment is received. Your paper diploma will be mailed to the address provided approximately 20 business days later.

For Office Use Only

Receipt # \_\_\_\_\_ Date \_\_\_\_\_