

# Diploma Order Form



This form is intended for alumni that graduated at least 60 days previously. Recent graduates who would like to order expedited shipping of their diploma can use the “Diploma UPS Worldwide Express Shipping Request” form. Please click this link <http://www.du.edu/registrar/media/documents/diplomashipping.pdf> to download the form.

Replacement diplomas are identical to the diploma received at the time of graduation (size 8 ½” x 11” with the exception of Law and Tax diplomas which are 11” x 14”).

I am requesting:	
Replacement diploma - \$50 <i>Shipment via USPS (no tracking) is included at no additional charge.</i>	<input type="checkbox"/>
Replacement diploma <u>and</u> UPS Worldwide Express service (domestic) - \$100	<input type="checkbox"/>
Replacement diploma <u>and</u> UPS Worldwide Express service (international) - \$150	<input type="checkbox"/>

Name _____	
Name as you would like it to appear on your diploma _____	
I would like to pick up the diploma at the Office of the Registrar <input type="checkbox"/>	
Address _____	
City _____	State _____
Country _____	Zip _____
Phone # _____	Email _____
Degree _____	Year of Graduation _____
DU ID _____	Date of Birth _____

Please return this completed form along with cash, check or money order (please note we do not accept credit cards) made payable to **University of Denver** to:

University of Denver  
Office of the Registrar  
2197 S University Blvd  
Denver, CO 80208

Graduation and clearance of holds will be verified before diplomas are shipped. Please allow up to three weeks for delivery of replacement diplomas.