



Diploma Replacement

Diploma will be issued upon verification of degree, after payment of diploma replacement fee and if student has no holds on their account. Diplomas take approximately 6 to 8 weeks for production.

Diploma will be issued as **ORIGINALLY** printed in Commencement Program.

FIRST	MIDDLE	MAIDEN / OTHER	LAST
Current Address: _____			
City: _____		State: _____	Zip: _____
Email: _____			
Current Phone: _____			
Date of Birth: _____		Student ID: _____	
Signature (required by federal law) _____			

Degree Awarded	<input type="checkbox"/> Bachelor date awarded: _____ Replacement Fee: \$60
	<input type="checkbox"/> Master date awarded: _____ Replacement Fee: \$80

Reason for Replacement	<input type="checkbox"/> Diploma has been damaged
	<input type="checkbox"/> Diploma has been lost
	<input type="checkbox"/> Other – please explain _____

Phone: 402-375-7239

MAIL to: Wayne State College
Office of the Registrar
1111 Main Street
Wayne NE 68787

OFFICE USE ONLY

_____ Hard copy	_____ SIS copy	HOLDS	
Date received: _____	_____ Business Office	_____ Perkins	_____ Other
Diploma ordered: _____	Notice to Student (date sent) _____		
Amt Paid _____	Cash <input type="checkbox"/> Check <input type="checkbox"/>	Email Notice	USPS Notice