



Duplicate Diploma Request

Return to:
 MSOE Registrar's Office
 1025 North Broadway
 Milwaukee, WI 53202-3109
 Room: CC-365

Phone: (414) 277-7215
 Fax: (414) 277-6914
 Scan and email: registrar@msoe.edu

The fee for a duplicate diploma is \$20.00. If you are paying by credit card, please contact the Registrar's Office to provide your payment information. The duplicate diploma will not be released if you have an outstanding balance in our Student Accounts Office. If you have questions about your financial account, please contact the Student Accounts Office at (414) 277-7130.

Name at time of graduation _____
(Last) (First) (Middle initial)

Student number or last four digits of your Social Security Number _____

Date of Birth _____ Current name (if different from above) _____

Current Street Address _____ Apt. _____

City _____ State (or Country) _____ Zip _____

Current Phone () _____ Current email _____

Degree Earned _____ Major _____

Date of graduation from MSOE _____

Describe reason for your request of the duplicate diploma _____

Please check one:

I will pick up my duplicate diploma

Note: Diplomas are mailed certified; a signature is required for delivery.

Send duplicate diploma to my current address listed above

Send duplicate diploma to the following address:

Attention _____

Current Street Address _____ Apt. _____

City _____ State (or Country) _____ Zip _____

Alumnus signature (required) _____ Date _____

For office use only:
 Hold: _____ Paid: _____ Address Update: _____ Pick up/Mail: _____