



Request for Re-mailing a Returned Diploma


At the time REG Ready was completed your last term, you were prompted to update Ramweb with the address to which your diploma was mailed upon graduation. Due to an incorrect or undeliverable address, it has been returned to the university. In order for the diploma to be re-mailed to your current address, please complete and submit this form to our office.

Please note a fee of \$15 is required for the re-mail process.

 **I request my returned diploma to be mailed to the following address:**

CSU ID #:	Date of Birth:	Last Name while attending CSU:
Name on Diploma:		
Street Address:		
Apartment, Suite or Building Number:	City:	State:
Zip Code or International Postal Code:	Country:	
* Phone #: (required):	Email Address:	

 **To pay by check, mail this completed form, along with payment, to the address in the upper left corner.**


 **To pay by credit card, provide the following information.** Submit this form as an email attachment to diplomaoffice@colostate.edu or mail to the address found on this form. It may also be faxed to (970) 491-2283.

Credit card type: Visa MasterCard

Credit card #: _____ / _____ / _____ Expiration date _____

Name on Credit Card *if other than* student _____ Security Code # _____

CSU ID # _____

 _____ _____
Student Signature (Electronic signatures *not* accepted) **Date**