

# SUNY Cobleskill

## Request for Diploma Replacement

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Former Name (if applicable)

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Student ID # or SS #

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Degree(s) on diploma(s) being replaced

\_\_\_\_\_  
Year Degree(s) Earned

\_\_\_\_\_  
Student Signature (May not be signed digitally)

\_\_\_\_\_  
Date

**Diploma Type:**

Printed Diploma + E-Diploma

E-Diploma (Electronic Emailed Diploma)

**For Printed Diplomas:**

Please fill out the information below to receive a printed diploma. The \$30 replacement fee must be paid before the diploma can be issued.

Mail Diploma to:

\_\_\_\_\_  
Mailing Address (Street)

\_\_\_\_\_  
Mailing Address (City, State, Zip)

\$30 Payment by:

Check or Money Order

Made payable to:

SUNY Cobleskill

Note on check:

Diploma Replacement

Credit Card

Please call Student Accounts at

(518)255-5539 to pay via credit card

and note the payment date for us to

verify \_\_\_\_\_

Mail form and payment to:

SUNY Cobleskill

Student Accounts Office

Knapp Hall 118A

Cobleskill, NY 12043

**For E-Diplomas:**

Please provide the email address you would like the diploma sent to. Please note that there is no charge to request an electronic copy of the diploma. If only requesting an e-diploma, you may email this form to Registrar@Cobleskill.edu.

Email Address: \_\_\_\_\_

*For Office Use Only*

Request Received Date: \_\_\_\_\_

Diploma(s) Ordered: \_\_\_\_\_