Diploma Order Form

This is a printable form for domestic requests using a check or money order as payment type.

Please print, complete and submit this form to:
Michigan Technological University
Registrar’s Office
1400 Townsend Drive
Houghton, MI 49931-1295

Include your check or money order (U.S. funds only) made payable to Michigan Technological University. Allow approximately two weeks for processing.

Select one of the following:

___ $30 – Diploma*
___ $50 – Diploma with cover*
___ $20 – Diploma cover only

Note: Diplomas are mailed by U.S. Postal Service. Additional fees will apply for overnight diploma requests. Diploma covers will not be mailed overnight. Please contact the Registrar’s Office at 906-487-2319 or registrar@mtu.edu

Name: ____________________________________________________________

Last First Middle Initial

Name while attending Michigan Tech: ______________________________________

(if different than above)

Name as it should appear on diploma: ______________________________________

Note: If you have had a name change and would like that name printed on diploma, please provide supporting documents to verify change.

Michigan Tech Student ID number: ___________________________ Date of Birth: ___________________________

Degree/Major earned: __________________________________________

Date earned: __________________________________________

Current email address: __________________________ Daytime phone: __________________________

Shipping address: __________________________________________

City, State and Zip: __________________________________________

Additional comments: __________________________________________

__________________________________________________________

* Diplomas will be printed in the current format and size, 8” x 11”, and will bear the signatures of the current University officials if signatures from your graduating class are not available.