

***Please note a diploma will not be reordered for any graduate who has not settled all financial obligations to CSB/SJU.**

The diploma reprinting process usually takes 6 weeks.

Name: _____ Date: _____
Last First MI

Name as it should appear on your diploma (full legal name): _____

Social Security Number: XXX - XX - _____ Banner ID: _____ (issued after 2005)

Date of Birth: ____/____/____ (mm/dd/yr) Former/Maiden Names(s): _____

Phone Numbers(s): Daytime: (____) _____ Cell: (____) _____

Dates of Attendance: From _____ To _____

Address: _____

City/State/Zip

E-mail address: _____

Graduate's Signature (REQUIRED): _____

Completed diplomas are mailed 1st class USPS mail.

The fee for a replacement diploma is \$30.00. Make checks/money orders payable to CSB/SJU Registrar's Office. Our office is not able to accept credit card payments.

Amount Enclosed: \$ _____

Cash Check Money order

CSB GRADUATES - Send this form and payment to:
*Saint John's University / College of Saint Benedict
Office of the Registrar - Attention: Denise
37 South College Avenue
Saint Joseph, MN 56374
(320-363-5158) or djlaudenbach@csbsju.edu*

SJU and SOT GRADUATES - Send this form and payment to:
*Saint John's University / College of Saint Benedict
Office of the Registrar - Attention: Anastasia
P.O. Box 5511
Collegeville, MN 56321
(320-363-3398) or anathe@csbsju.edu*