

OFFICE OF THE UNIVERSITY REGISTRAR

One Shields Avenue, 3100 Dutton Hall
Davis, CA 95616-8692 | <https://registrar.ucdavis.edu/>
Office: 530-752-3639 | Fax: 530-752-6906

Complete this form and pay using the *Payment Options*, below. Allow six–eight weeks processing time for your request.
Requests that do not match university records are subject to approval by the university and may need additional documentation.

If it has been more than one year since your original diploma was mailed, but not received, you must pay for a *re-issued diploma*.

Note: Replacement/re-issued diplomas contain current signatures of the Governor of California, President of the University, Chancellor, and Dean of the College and a notation located at the bottom center of the diploma stating the diploma is "re-issued."

Undergraduate or Graduate Diploma

Mailed within the U.S. \$27.50
Mailed outside of the U.S. \$36.00

Professional Diploma; Law, Medicine, Veterinary Medicine

Mailed within the U.S. \$44.00
Mailed outside of the U.S. \$49.50

If you are interested in expedited or tracking service options & rates, **before you make a payment**, contact ourenrollment@ucdavis.edu.

Personal Information

Student ID Number _____ Preferred Email Address _____
Phone _____ Birth Date _____

Current Name as it Appears on University Records

First _____
Middle _____
Last _____

Name Requested on Diploma

First _____
Middle _____
Last _____

Legal name change; for verification, attach legal documentation; e.g., marriage license, divorce decree, passport, etc., with this application.

This is my Lived Name.

Mailing Address for Diploma _____

City/State/Zip _____ Phone _____

College _____ Major _____

Graduation Date _____ Degree Type; A.B., B.S., etc. _____

Reasons for Request

Original diploma lost/destroyed/stolen. Original not received.

I certify that I am the above-named person and the information I have provided is accurate.

Student Signature _____ Date _____

Payment Options

Credit Card Option. Credit card payments must be paid [online](#). Once paid, email your completed form and copy of your payment receipt confirmation to ourenrollment@ucdavis.edu.

In-Person Option. Pay by cash, check or money order payable to *UC Regents*; include your student ID number.

Mail-In Option. Pay through USPS mail by check or money order payable to *UC Regents*; include your student ID number, and then mail to UC Davis Payment Lockbox, PO Box 743168, Los Angeles, CA 90074-3168.

Paid by: Check # _____ Money Order