



GLENVILLE
STATE UNIVERSITY

REQUEST FOR REPLACEMENT DIPLOMA (RO-03/22)

Registrar's Office • 200 High Street • Glenville, WV 26351 • 304-462-4117 • FAX 304-462-8619 • Registrar@glenville.edu

Student Name: _____ GSU ID# or last 4 of SSN: _____

Previous Names (if applicable): _____

Mailing Address: _____

E-Mail: _____ Phone: _____

- I understand that if my graduation date is prior to May 2022 my diploma will be printed as Glenville State College.
- I graduated prior to May 2022 and am requesting a Glenville State University diploma.

I am requesting a replacement diploma for the degree(s) checked below and understand there will be a \$25 fee for each diploma. Graduation month/year _____.

- Bachelor of Arts (BA)
- Bachelor of Arts Education (BAED)
- Bachelor of Science (BS)
- BS Business Administration (BSBA)
- Regents Bachelor of Arts (RBA)
- Associate of Arts (AA)
- Associate of Science (AS)
- Master's Degree

*Make checks payable to Glenville State University. Credit/Debit cards are accepted by including the information below or contacting 304-462-6120 once the official request has been received. We accept MasterCard, Discover, and Visa. **You must have all financial/academic obligations satisfied with GSU or your request will not be processed** Unfulfilled requests due to unmet obligations are destroyed after 30 calendar days.*

Regular Processing - \$25.00 each

X _____ number of diplomas being ordered

\$ _____ total amount

Credit/Debit Card Number

Exp. Date

3 Digit Security Code

Signature

Date