

If someone other than the student is picking up a diploma, he/she must present a copy of his/her photo identification at pick up. The student MUST provide a copy of his/her photo id when submitting this form. It can be emailed with the form, or it can be mailed or faxed.

Diplomas will be WITHHELD, with limited exceptions consistent with state and federal laws, for any student who owes the university money or property.

For questions about outstanding obligations, please contact the Financial Operations Office at (316) 978-3333.

A delay in processing will occur if information, photo ID or required signatures are omitted.

Name _____ or _____
Last First MI myWSU ID Last four digits of SSN

Other names used on record (example: maiden) _____ DOB _____

Address _____
Number Street Apt# City/Town State Zip

Student Email Address _____ Contact Phone _____

I authorize Wichita State University to _____ my diploma to the person listed below:

Recipient's Name _____

Degree Awarded: Bachelor's Master's PhD

Date of Graduation: _____
Semester/Month Year

Major: _____

Student Signature (required): _____ Today's Date _____

