

Diploma Mailing Form

✓ If you would like your diploma mailed via UPS; complete entire form. If the form isn't entirely completed, it will be returned. Please fax (330-941-1408) or mail completed form to:

YSU Records Office
1013 Jones Hall
One University Plaza
Youngstown OH 44555

✓ Did you attend the ceremony? YES NO

✓ Date of graduation? _____

NAME:

YSU STUDENT NUMBER OR SSN:

ADDRESS (UPS WILL NOT DELIVER TO A PO BOX):

CITY:

STATE:

ZIP:

PHONE:

EMAIL ADDRESS:

SIGNATURE OF STUDENT (Required):

DATE:

➔ **REQUEST CANNOT BE PROCESSED WITHOUT YOUR WRITTEN SIGNATURE**

➔ No charge for diplomas sent with normal processing within the USA, (for rush or out of country service call for fees 330 941-1584)

➔ **CURRENT GRADUATES:** Diplomas will be sent within six weeks after commencement.