How do graduate students change the mailing address for their diploma?

Tell Me

You can change the address where your diploma will be mailed online.

1. Login to Banner Self-Service.
2. Click on the Personal Information tab.
3. Click on Update Address(es) and Phone(s)

   ![Personal Information]

4. Verify your identify as requested on the next screen.
5. Click the Current link below the Diploma address and make your changes.

   ![Addresses and Phones]

6. Click Submit.

Always fill out a Change of Address Form with the U.S. Postal Service in case your diploma has been mailed prior to the “change of address” in our system.

Related FAQs

- Graduate School Graduation & Commencement Information
- How long will a university email address be active after a graduate student graduates?
- Will the Graduate School send me something in writing saying that I have graduated?
- Where do graduate students get their cap and gown or regalia?
- When do graduate students receive their diploma or certificate?