



Duplicated Diploma Order

Return to: Registrar's Office
Bldg. 3 Rm. 353
assistant.registrar@cei.edu
208-535-5673

Complete this form and pay the \$30 non-refundable processing fee at the Cashiers Office. For further information of when the request will be processed, contact the Registrar's Office. If the program has been discontinued, CEI will not issue a replacement diploma.

Student Information

Date of Application _____ CEI ID# _____

Full Name _____ Phone Number _____

Email _____

Diploma Information

Year & Term Graduated _____

Program & Degree _____

Name to be Printed on Diploma _____

Diploma Mailing Address _____

By checking this box & submitting this form, I consent to providing my typed electronic signature in place of a handwritten signature.

Signature _____ Date _____

For CEI Use

BO Comments _____

BO Signature _____ Date _____

Registrar's Signature _____ Date _____

Updated 11.07.25