



BILLING RATES - FY 25/26

DEPARTMENT NAME :

Records and Registration

VICE-PRESIDENT AREA :

Provost - Academic Affairs

DESCRIPTION OF COMMODITY OR SERVICE :	UNIT OF BILLING	FY 25/26 RATE	CUSTOMERS BEING SERVED
Transcript Sales Fees	per transcript	\$12.00	Students purchasing transcripts
Diploma Mailing Fee	per diploma	\$10.00	Students requesting diplomas to be mailed
*Legal Name Change on Replacement Diploma	each	\$50.00	Graduate requesting name change on previously issued diplomas
Clearinghouse Degree Verify Surcharge	each	\$5.00	Employers and background search firms
Student Records Subpoena	each	\$50.00	Requesting attorney's office
Late Fees for GS-2	per application	\$25.00	Candidates applying after deadline
Daily Add On Fees **	per day	\$5.00	Candidates applying after deadline
Late Graduation Application Fee ***	per application	\$75.00	Candidates applying after deadline
Late Graduation Additional late fee	per day	\$5.00	Candidates applying after deadline
*** There is no limit on Graduation Application Late Fees			
Application Fee for Returning and Transient Students	per application	\$40.00	Returning CU students, or students from other institutions taking a CU class
Tru-Copy/Certified Diploma Fee	per copy	\$10.00	Students/Graduates requesting certified copies of diploma



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Tru-Copy/Certified Transcript Fee	per copy	\$10.00	Students/Graduates requesting certified copies of transcript
Legacy Certified Electronic Diploma	each	\$70.00	Students who graduated prior to implementation of certified electronic diplomas (prior to December 2023)
Replacement/Additional Diploma Fee (Domestic Mailing)	each	\$35.00	Graduates requesting replacement or additional diplomas (Domestic Mailing)
Replacement/Additional Diploma Fee (International Mailing)	each	\$50.00	Graduates requesting replacement or additional diplomas (International Mailing)
Replacement/Additional Diploma Cover Fee (Domestic Mailing)	per cover	\$45.00	Graduates requesting replacement or additional cover (Domestic Mailing)
Replacement/Additional Diploma Cover Fee (International Mailing)	per cover	\$85.00	Graduates requesting replacement or additional cover (International Mailing)



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