

Congratulations Virginia Tech Fall and Winter 2024 Degree Candidate!

As you finish your college career with the anticipation of receiving the prestigious university diploma, we ask that you read the below changes concerning the diploma distribution process.

- Your diploma will be mailed directly to you from our diploma vendor.
- You may no longer pick up your diploma in person.
- You are **REQUIRED** to provide our office with the address to which you wish your diploma mailed. To ensure data integrity, all previous diploma mailing addresses have been purged from our system. By following the instructions below, please provide our office with the mailing address to which your diploma should be mailed:
 - **Log into Hokie Spa:** <https://hokiespa.vt.edu/>
 - **Go to the Hokie Spa tab**
 - **Click the Graduation Menu**
 - **Select Undergraduate Student Degree Menu**
 - **Click Add/Update Diploma Address**
 - **Click Add/Update**

For international diploma mailing addresses: We have found a substantial number of diplomas mailed out of country are undeliverable or lost in transit. For this reason, we strongly recommend students with an international mailing address have their diploma mailed to a friend or family member in the domestic US, then plan to have that person forward the diploma to you via DHL or FedEx. If you would like to have your diploma mailed to someone in the domestic US, please enter their name and address when adding your diploma mailing address in Hokie Spa, or you may send it to diploma@vt.edu.

- Please allow 6-8 weeks after the degree conferral date for your diploma to arrive.
- An email with tracking information will be sent to your VT email once your diploma is mailed.
- Please provide a mailing address for all the diplomas you expect to receive, as well as Double Major Certificates.

If you need a verification of degree immediately following graduation, you may request a certified letter or order your official transcript through Hokie Spa or the National Student Clearinghouse.

Questions concerning the diploma mailing process should be directed to diploma@vt.edu.