

## How-to Request a Secure ID (Visual Guide):

- If you cannot locate your Secure ID, you may request that your Secure ID be emailed to you by visiting the [Wichita State University Online eDiploma Service](#). From the WSU eDiploma Service web page, click the “Request a Secure ID” button.



Wichita State University Online eDiploma Service

You will need a Secure ID to order an eDiploma.

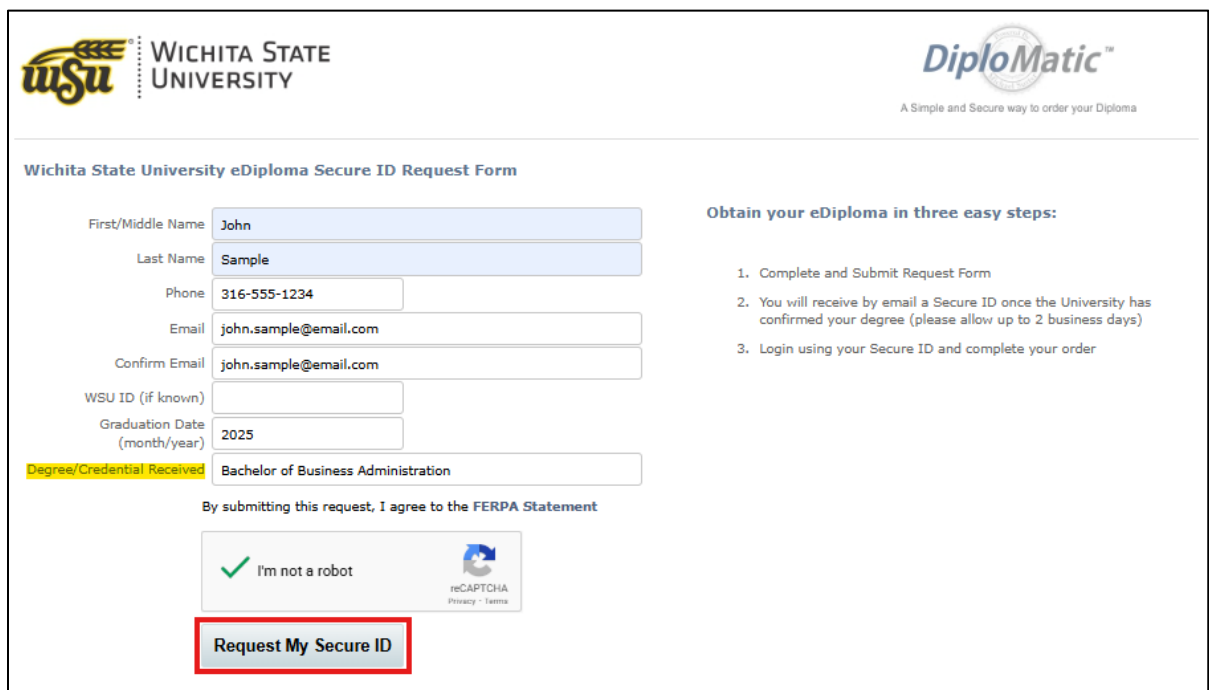
**Request a Secure ID**

Online eDiploma Services Available

- Order an eDiploma, A Signed and Certified PDF of your original diploma

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- You will be taken to the Secure ID Request form. The Secure ID is unique to the type of credential that you earned (certificate, associate, bachelor's, etc.) so you will need to complete a separate Secure ID request if you are requesting a diploma for multiple credentials.
- Once you have completed the form, click on the “Request My Secure ID” button.



Wichita State University eDiploma Secure ID Request Form

Obtain your eDiploma in three easy steps:

1. Complete and Submit Request Form
2. You will receive by email a Secure ID once the University has confirmed your degree (please allow up to 2 business days)
3. Login using your Secure ID and complete your order

First/Middle Name: John

Last Name: Sample

Phone: 316-555-1234

Email: john.sample@email.com

Confirm Email: john.sample@email.com

WSU ID (if known):

Graduation Date (month/year): 2025


Degree/Credential Received: Bachelor of Business Administration

By submitting this request, I agree to the FERPA Statement


I'm not a robot

**Request My Secure ID**

- You will be taken to a confirmation page with a Diploma Request ID number.



WICHITA STATE  
UNIVERSITY



A Simple and Secure way to order your Diploma

Wichita State University eDiploma Secure ID Request Form

Diploma Request ID # 325421  
Submitted: Thu, Jan 8 2026 07:47:42 AM


Thank you for submitting your Secure ID request. Once the University has confirmed your degree (within 2 business days), you will receive your Secure ID by email.

**Contact Info**  
Name: John Sample  
Phone: 9999999999  
Email:


**Requested Detail**  
Affiliate ID:  
  
Graduation Date: 2025  
Degree/Credential Received: Bachelors

Return

- You will also receive an email from [diplomaorder@michaelsutter.com](mailto:diplomaorder@michaelsutter.com) confirming your Secure ID request.



WICHITA STATE  
UNIVERSITY



A Simple and Secure way to order your Diploma

**WSU Diploma Request # 327475 has been received.**

Thank you for submitting your Secure ID request. Once the University has confirmed your degree (within 2 business days), you will receive your Secure ID by email.

**Contact Info**  
Name: John Sample  
Phone: 9999999999  
Email:

**Request Detail**  
Affiliate ID:  
Graduation Date: 2025  
Degree/Credential Received: Bachelor of Business Administration

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