Express Mail Service

- Texas Tech Graduate School Enrollment Management division uses an express mail service that will allow you to receive your diploma through FedEx. **Requesting your diploma through express mail is at YOUR expense.** Your credit card (Visa, MasterCard or Discover cards only) will be charged upon requesting the service. To request express mailing of your diploma, go to the following website (works best with Internet Explorer & Mozilla Firefox browsers).

  https://study.eshipglobal.com and you will need to choose the “Graduate School – Diploma Order” (Diplomas only) link.

You must use the website provided above – do not go through the FedEx website directly, all communication will go through the eshipglobal service, who will notify us that you are requesting your diploma to be sent by express mail.

If you use this service, you will be required to create a user name and password to set up an account. To request shipment, you will need your R number, mailing address, e-mail address, phone number and credit card information. Please pay close attention to the information submitted, as errors in the credit card information or submitting incorrect or incomplete address information will result in a delay in the mailing of your diploma. If you experience any difficulty in registering and processing the shipment, please use the “Help” link in the site for step by step instructions. If you have additional questions about how to use this service, please e-mail support@eshipglobal.com.