

Apostille Checklist

- I have ordered my official transcript and selected “Pick up in Office”
- Check here if you do not need an apostille for your transcript
- I have ordered a new copy of my diploma and selected “Pick up in Office”
- Check here if you do not need an apostille for your diploma
- I have filled out this Apostille Request Webpage for the Office of Academic Services
- I have filled out the Request for Apostille State Form for the Indiana State Department
- I have paid the apostille postage fee on the form below
- I have placed my E-ship Global order because I want my documents shipped outside of the US after the apostille process is complete – please email your receipt to academicservices@evansville.edu
- I do not need to place an E-ship Global order because I want my documents shipped somewhere inside of the US after the apostille process is complete.