



Form A

Official Transcript Request for High School Equivalency (HSE) Records

Diploma Sender is North Carolina's document fulfiller for all North Carolina High School Equivalency records.

**Please send this form via United States Postal Service (USPS) to:
NCCCS High School Equivalency (HSE) Records Office
5016 Mail Service Center, Raleigh, NC 27699-5016
or fax to: 919-807-7172**

- We will provide one official transcript for HSE graduates.
- All Information requested on this form must be completed.
- Inaccurate data and incomplete forms will not be processed.
- An email address is required.
- Requests will only be accepted via fax or USPS. We will not process requests over the phone, via email or in person.
- Requests for more than **one** transcript will not be fulfilled.
- **Please print legibly**

Student Information	
Name	Name used during testing (maiden name, etc.)
Current Mailing Address	Daytime Contact Telephone Number
Current City, State and ZIP Code	Date of Birth
Where did you test? (NC Community College, correctional facility, etc.)	Full Social Security Number
Which HSE test did you take? (Circle one) GED® HISET® TASC®	HISET® ID # or TASC® ID #
The year you tested?	Student's Signature:
Student's Email:	
Only one transcript will be provided.	
Transcript Delivery Information: Select One. Only one delivery option will be fulfilled.	
Recipient's Email: (2014-2018 graduates only)	
Recipient's USPS Address:	
Name	
Street Address (include Apartment, Lot, Suite or Unit numbers)	
City, State and ZIP Code	