



**GEORGIA HIGH SCHOOL EQUIVALENCY PROGRAM
OFFICIAL TRANSCRIPT/DUPLICATE DIPLOMA REQUEST FORM**

- Please allow 5 (five) business days for processing.
- Mail form and payment to GaHSE, 1800 Century Place N.E., Suite 300B, Atlanta, GA 30345.
- Acceptable forms of payment - money orders, company checks or cashier's checks made payable to TCSG.
****NO CASH OR PERSONAL CHECKS ACCEPTED****
- If no record is found, payment will be applied toward a research fee.

***Required field**

*CURRENT NAME		
*FULL NAME AT TIME OF TESTING (If different from current name)		
*SSN / ID NUMBER	*DATE OF BIRTH	
CURRENT MAILING ADDRESS		
CITY	STATE	ZIP CODE
EMAIL		*PHONE NUMBER
I took a High School Equivalency (check one): <input type="checkbox"/> GED® <input type="checkbox"/> HiSET® <input type="checkbox"/> Career Plus HSE (CPH)		Where in GEORGIA was your high school equivalency test taken?
Did you pass? <input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, what year was GaHSE diploma issued?

Transcript (Official copy of Test Scores) \$15 EACH	How many?	Duplicate Diploma \$15 EACH	How many?
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***Please send my documents to:**

*NAME or ORGANIZATION		
*MAILING ADDRESS		
*CITY	*STATE	*ZIP CODE
*SIGNATURE (required for processing)		*DATE

Note - Third parties must attach an authorization form with the test-taker's signature for processing.

Assistance and Questions by phone: (800) 946-9433 or (404) 679-1645

Official transcripts/duplicate diplomas can also be requested in person at 1800 Century Place N.E., Suite 300B, Atlanta, GA 30345, ONLY on Monday and Wednesday by appointment between 10:00 a.m. and 3:00 p.m.

Visit www.tcsg.edu for information about Adult Education classes and GaHSE options.

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