

Verification of High School Diploma

December 2013

Use this form **ONLY** if you graduated from high school prior to 1940.

The Nevada Registry cannot accept a personal note as verification of graduation in lieu of a copy of your High School Diploma or High School Transcripts.

- Proof of high school graduation is not required if you have 20 or more general college credits from an accredited college or university. In this case, college transcripts will be accepted in lieu of a High School Diploma/High School Transcripts.
- ***If you graduated from high school after 1940***, you can obtain a copy of your transcripts by contacting your high school or the school district where your high school is/was located. The Registry will also accept a signed statement on letterhead from the school or Board of Education/School District if a copy of your diploma/transcripts cannot be obtained. **The letter must include the name of the graduate with the graduation date indicated.**
- ***If you graduated from high school prior to 1940*** and are unable to obtain a copy of your diploma/transcripts as described above, this form may be submitted with your Membership Application for Career Ladder Placement. **This form must be signed and notarized in order to be considered complete. *Incomplete forms will not be factored into your Career Ladder placement.***

Personal Information

Full Name

Registry ID #

Name at Time of Graduation

_____/_____/_____ (mm/yyyy)
Graduation Month and Year

Name of High School

City

State

Reason(s) why you are unable to locate your High School Diploma: _____

I certify that the information provided above is true and correct.

Signature: _____ Date: ____/____/____



Mail, fax or email this form to:
The Nevada Registry, 240 South Rock Blvd., Ste. #143, Reno, NV 89502
Fax: (775) 857-3158 | Email: nevadaregistry@washoeschools.net