



APPRENTICESHIP HIGH SCHOOL TRANSCRIPT SUBMISSION INSTRUCTIONS

- **HIGH SCHOOL GRADUATE**
 - Must be from a state-accredited or state-approved school.
 - Must include Date of Graduation and all grades.
 - Must include School Stamp/Seal.
- **GED/HSED RECIPIENT**
 - Must be from a state-accredited or state-approved institution.
 - Submit an official copy or certificate of your Certified GED/HSED Transcript.
 - Must include Date of Issuance and all scores.
 - Must include Official Stamp/Seal.
- **HOME-SCHOOLED (without GED/HSED)**
 - Submit a copy of the PI-1206 Home-Based Private Education Program Registration forms filed for each year home-schooled, in order to verify meeting the criteria set forth by the Wisconsin Department of Public Instruction (for out of state – provide proof of registration with your state as a home-schooled student).
 - Submit an official copy of your FINAL transcript.
 - Must include Date of Graduation and all grades.
 - Must include Name of Home School and School Stamp/Seal OR administrator signature.
- **FOREIGN TRANSCRIPT**
 - Documents must be translated to English.
 - Documents must be officially evaluated by a certified agency to name & describe all diplomas, certificates, degrees, periods of education or training, courses and grades, giving U.S. equivalencies for each (list of approved, certified agencies available upon request.)
 - Certifying Agency must provide a statement that verifies the diploma, certificate, degree and/or period(s) of education or training are, at minimum, the equivalent of high school graduation requirements/standards in the United States.
- **NOT A GRADUATE OR GED/HSED RECIPIENT**
 - Contact the State of Wisconsin Department of Public Instruction to request information on obtaining a General Education Development Certificate or High School Equivalency Diploma: <https://dpi.wi.gov/ged>.