WSU Tech requires an official high school, GED, or homeschool transcript on file for any student who is requesting financial aid. Once reviewed, deemed acceptable and entered by the Registrar's office, it will not need to be turned in again for future semesters at WSU Tech.

Obtaining High School or GED Transcript

Any of the following should be mailed directly to the Registrar's Office below. If you have it sent to your personal address, it cannot be opened and must be submitted to the Registrar's Office in the original unopened envelope.

WSU Tech Registrar's Office
4004 N Webb Rd
Wichita, KS 67226

To indicate the student's high school completion status when the student begins college in 2022–2023:

1. A copy of the student's high school or GED transcript can be requested by
   o Contacting your HS to request **OR**
   o **For High School transcripts**: Use https://www.parchment.com/order/ (however, not all schools use Parchment – it is recommended that you contact your high school directly and ask how to request your transcript)
   o **For high school transcripts from a USD 259 Wichita Public School:** Use https://www.usd259.org/Page/8826
   o **For GED transcripts:** Use www.ged.com

2. For students who completed secondary education in a country other than the United States, a copy must be reviewed and translated. The report will be sent to the school indicated by student. This can be done by contacting one of the following:
   o www.wes.org
   o www.ece.org

3. For a student who was homeschooled:
   o A transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting, copy of school name, address, courses with grades, and graduation date
   o Once received WSU Tech Registrar's Office will validate registration with the state to confirm school was on file prior to graduation

A student who is unable to obtain the documentation listed above must contact the financial aid office.

WSU Tech Financial Aid
(316) 677-9400, Option 3
finaidoffice@wsutech.edu