

Verification of High School Completion Form

This form shall only be used to verify high school completion for students who have attended a Tennessee public high school. The form may be used by employers or third-party verification companies. Employers and third parties requesting verification must have a student release form or the student's signature allowing for verification. Email the completed form to Duplicate.Diploma@tnedu.gov and allow up to 48 hours for processing.

Please note that this form cannot be used for GED, HiSET, or TSAC verification. The Department of Labor & Workforce Development oversees all high school equivalency (HSE) diplomas, transcripts, and verification requests for the GED, HiSET, and TASC tests. For more information, you can visit the Department of Labor & Workforce Development's [website](#).

For any questions about this form, contact Duplicate.Diploma@tnedu.gov or (615) 741-2921.

Student's Full Name (as it was the year of graduation) _____

Tennessee Public High School Attended _____

City & County Where School is Located _____

Date of Graduation (month/year) _____ Student's Date of Birth _____

Student Signature Allowing Verification _____

Third-Party Requestor Info:
Company Name:
Secure Email Address:
Phone Number:

Tennessee Department of Education Use Only

Outcome of verification research: