



STATE OF HAWAII
WAIPAHU HIGH SCHOOL
LEEWARD DISTRICT
DEPARTMENT OF EDUCATION
94-1211 FARRINGTON HIGHWAY
WAIPAHU, HAWAII 96797
PHONE (808) 307-9555
FAX (808) 675-0257

A. Transcript Request:

We will need the following information:

1. Name used while attending Waipahu High School.
2. Date of birth.
3. Year of graduation.
4. Address where transcript will be sent:
 - a. The transcript will be marked “UNOFFICIAL” if we mail the transcript to your home address.
 - b. The transcript will be marked “OFFICIAL” if we mail the transcript to a school or personnel department of a business.
5. \$1.00 in cash or money order.
6. You can have someone in Hawaii do it for you if you still have Hawaii connections.
7. Please use the Transcript Request form provided on the Registrar’s page.

B. Diploma Replacement:

We do not keep copies of diplomas but we can type a letter on our letter head stating when you graduated and your diploma number which will then be signed by the registrar and stamped with our school seal.

We will need the following information:

1. Name used while attending Waipahu High School.
 2. Date of birth.
 3. Year of graduation.
 4. Home address.
 5. \$1.00 in cash or money order.
- Either request can be done by someone in Hawaii if you still have Hawaii connections.
 - Or mail either request to:
Waipahu High School
Attn: Registrar
94-1211 Farrington Hwy.
Waipahu, HI 96797

WAIPAHU HIGH SCHOOL TRANSCRIPT REQUEST

COST: \$1.00 PER COPY FOR EACH REQUEST

***May take 24-48 hours to process request

Transcript(Grades Only):_____ Transcript(Grades with Test Scores):_____ Grad Letter:_____

TODAY'S DATE:_____ GRADUATION YEAR:_____

NAME _____
Last First Middle Maiden

Home Phone:_____ Cell:_____ Business Phone:_____

SEND COPY TO:_____

For Office Use only: Pd:_____ Mailed:_____ Hold for pick up:_____

For Post-High: Mail separately:_____ Mail with supplemental forms/applications:_____