

Ordering HSE Documents

 Office of Postsecondary &
 Workforce Readiness


DiplomaSender

The Colorado Department of Education uses [DiplomaSender](#), an external internet-based service, to maintain High School Equivalency (HSE) records and help test takers order their documents via email and mail.

Visit DiplomaSender to order:

- HSE Diploma
- HSE Transcript
- Letter of Verification of Diploma

Cost

- FREE – *original* diploma ordered after passing an HSE exam
- FREE – *original* transcript ordered after passing an HSE exam
- \$18 – *duplicate* diploma, transcript, or letter of verification
 - Payment can be made with a debit or credit card
 - No additional charge for ordering over the phone

Delivery Options

- *Email* – Same day
- *U.S. Mail* – 2 to 10 business days

These turnaround times depend on having an electronic copy of the record. Accessing archive records requires additional time.

Contact DiplomaSender

- Hours of operation: **M-F 8am-5pm MST**
- **Online chat** at www.diplomasender.com
- DiplomaSender Customer Service: **855-313-5799**
- Email: support@diplomasender.com

How to Order:

- Go to www.diplomasender.com
- Select "Register"
- Select "HSE - High School Equivalency" for your record type
- Select "yes" that you took a High School Equivalency test
- Choose Colorado as your state
- Select "no" that you did not graduate from a high school
- Click "Continue"
- Enter your email address and phone number; click "Continue"
- Provide your identification information
- Use the *exact* name used when tested
- If records are not found, you will be directed to make a request for support
- For those who tested in 1992 or earlier, you may need to request an archive search



let's do this!

register to access your test records:

DiplomaSender.com

we are here for you!

855-313-5799 | support@diplomasender.com | live chat