

## High School Transcript Policy

Effective July 1, 2019

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Beginning on July 1, 2019, the Wisconsin Registry will require documentation to verify a High School Diploma, High School Equivalency Diploma (HSED) or General Education Diploma (GED).

This requirement better aligns with licensing regulation [DCF 251.05](#), which details staffing qualifications in a licensed group center. Without verification of a High School Diploma, HSED, or GED, individuals will not meet the preliminary qualifications for the following licensed positions:

- Child Care Teacher
- School-Age Group Leader / Teacher
- Center Director (50 or fewer children)
- School-Age Director (50 or fewer children)
- Center Director (51 or more children)
- School-Age Director (51 or more children)
- Administrator
- Center Director 51 or more in a licensed group center

These positions will no longer be listed on Registry Certificates of Achievement, effective July 1, 2019, if a High School Diploma, HSED, or GED is not verified on a Registry member's profile.

**Contact the Wisconsin Registry if you have additional questions:**

P: (608) 222-1123 | E: [support@wregistry.org](mailto:support@wregistry.org)