

# HAWAII NATIONAL GUARD YOUTH CHALLENGE ACADEMY

P.O. Box 75348, Kapolei, HI 96707-0348  
Phone: (808) 673-7530 Fax: (808) 673-7538

## TRANSCRIPT REQUEST FORM

### INSTRUCTIONS:

Applicant/Parent/Legal Guardian:

- 1) Fill in all information completely and clearly in black or blue ink.
- 2) Please ensure that this form is signed by both applicant and parent/legal guardian.
- 3) Submit this form to your high school by mail or in person. **DO NOT MAIL THIS FORM TO US AS IT WILL NOT BE FORWARDED TO YOUR SCHOOL.**

**(NOTE: If you have any outstanding debts with your high school, they may require that you pay these debts before releasing your transcript to us. The Hawaii National Guard Youth Challenge Academy will not be involved in the collection of these debts but, we are requiring that your transcript be received prior to your interview date.)**

Registrar:

- 1) Please provide us an “unofficial copy” of the applicant’s academic record to include the following:
  - a) Transcript of course work through last marking/grading period.
- 2) Please mail transcripts to us at:  
HINGYCA  
Program Coordinator  
P.O. Box 75348  
Kapolei HI 96707-0348
- 3) Or fax to us at (808) 673-7538  
Attn: Program Coordinator

Applicant Information				
Last Name		First Name		Middle
Address		City	State	Zip Code
Date of Birth	Age	Gender – Circle one		Social Security Number
/ /		Male	Female	- -
Name of last high school attended		Address of high school		
Applicant Signature		Parent/Legal Guardian Signature		

**DO NOT SUBMIT THIS FORM TO YOUTH CHALLENGE!  
YOU MUST SUBMIT IT TO YOUR HIGH SCHOOL**