

To receive federal financial aid, a student must have a high school diploma or GED. Even though you may have provided a copy of your transcript or diploma to some area on campus at a previous date, Barton's Enrollment Services does not have an official high school or GED transcript on file for you.

**Please be advised that we must have an official copy of either your high school or GED transcript on file in Enrollment Services before your federal financial aid will be disbursed.**

- If you earned a high school diploma, call your high school and request that an official transcript be mailed to:

Enrollment Services  
Barton County Community College  
245 NE 30 Rd  
Great Bend, KS 67530

- If you earned a GED, you will need to complete a request to your state agency for your official transcript to be mailed to the same address that is listed above. If you received your GED in Kansas, you can access the Kansas request form at:

<http://www.kansasregents.org/download/adultEd/gedrequestform.pdf>

If you received your GED in a state other than Kansas, most request forms are available on the Internet by searching for "GED" + the state (example: GED + Colorado). Look for "GED Request Form."

**Please keep in mind that official transcripts must be mailed directly from the school or state agency to the address listed above. Faxed transcripts cannot be considered official transcripts. Transcripts delivered by the student must be in a sealed and stamped envelope.**

**Non-Discrimination Notice:** To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of race, color, national origin, sex, disability, age or any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College's non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College's Compliance Officer, Barton County Community College, Room A-123, Great Bend, Kansas 67530 (620) 792-9234. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.