



(Mandatory for all 16 and 17-year-olds)

Enrollment Application
State-approved Adult Education Programs

APPLICANT NAME (Last, First, Middle/Former): PLEASE PRINT		
DATE OF BIRTH:	AGE:	SOCIAL SECURITY or ID Number:
MAILING ADDRESS:		
PHONE # (include area code):		GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
ADMISSION CATEGORY (please check one): <input type="checkbox"/> Parent/Guardian Permission <input type="checkbox"/> Marriage <input type="checkbox"/> Legal Emancipation <input type="checkbox"/> Court Order/Adjudication <input type="checkbox"/> Special Program		
NAME & LOCATION OF LAST SCHOOL ATTENDED:		DATE LAST ATTENDED:
Describe reason for requesting admission to a state-approved adult education program and/or permission to take the GED® Test or HiSET® Exam (attach additional sheet(s), if necessary):		
APPLICANT'S SIGNATURE:		DATE:

Parent/Guardian Permission to Enroll/Take the GED® Test or HiSET® Exam
(Applicable to Admission Category of Parent/Guardian Permission Only)

Signature of parent/guardian must be completed in the presence of a witness.

I certify that I am the parent/legal guardian of the applicant above and I give him/her permission to enroll in a state-approved adult education program and take the GED® Test or HiSET® Exam.

PARENT/GUARDIAN NAME: PLEASE PRINT	SIGNATURE OF PARENT/GUARDIAN:	DATE:
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I, the witness, affirm that the signature of the parent/guardian has been written in my presence. I agree that the Technical College System of Georgia may contact me in reference to the validity of the parent/guardian signature.

WITNESS NAME: PLEASE PRINT	SIGNATURE OF WITNESS:	DATE:
ADDRESS OF WITNESS:		
TITLE/POSITION OF WITNESS:		PHONE #:

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Applicant Name – Last, First (PLEASE PRINT):

Date:

Adult Education Program Enrollment Approval

I certify that this applicant is **NOW ENROLLED** in a state-approved adult education program. I certify that I have required proof of identity from the applicant and appropriate documents are attached. I have reviewed the application and find it accurate to the best of my knowledge.

PROGRAM ADMINISTRATOR/DESIGNEE NAME: PLEASE PRINT	
TITLE:	ADULT EDUCATION PROGRAM/SITE:
ADDRESS:	PHONE #:
PROGRAM ADMINISTRATOR/DESIGNEE SIGNATURE:	DATE:

Recommendation to Take the GED® Test or HiSET® Exam

GED® Test recommendation criteria:

HiSET® Exam recommendation criteria:

OPTION ONE: Score at least a **6.0 GE** on TABE 11&12 in Reading (536+) and Math (537+) **and** Score at least **150** on **two GED Ready™ Tests** or **75% on two of Aztec’s GED Practice Tests** (Aztec summary reports must be submitted with the Approval Log).

OPTION TWO: Complete TABE 11&12 Reading and Math pretests **and** Score at least **150** on **all four GED Ready™ Tests** or **75% on all four of Aztec’s GED Practice Tests**.

Student agrees to maintain enrollment in the adult education program through the successful completion of the GED® Test.

OPTION ONE: Score at least a **6.0 GE** on TABE 11&12 in Reading (536+) and Math (537+) **and** Earn a **minimum score on any two subjects from the HiSET® Official Practice Tests** (minimum scores are shown in the chart below).

OPTION TWO: Complete TABE 11&12 Reading and Math pretests **and** Earn a **minimum score on five subjects from the HiSET® Official Practice Tests** (min. scores are shown in the chart).

Student agrees to maintain enrollment in the adult education program through the successful completion of the HiSET® exam.

Subject	OPT10	OPT9	OPT8	OPT7
Reading	18	16	17	15
Writing +Essay	15+2	16+2	11+2	15+2
Math	10	8	7	10
Social Studies	16	16	12	16
Science	15	16	13	15

I certify that the applicant listed on page one has met the above requirements.

TEACHER NAME: PLEASE PRINT	ADULT EDUCATION PROGRAM/SITE:
G-) u Met two four scores of 150 on GED Ready™ or 75% on Aztec’s GED Practice Tests.	HiSET® Exam (check one) Meet two four minimum scores on the HiSET® Official Practice Test from the approved chart.
TEACHER SIGNATURE:	DATE:

Approval to Take the GED® Test or HiSET® Exam

I have reviewed the application and find it accurate, to the best of my knowledge. I certify that the applicant has met Georgia eligibility requirements for 16 and 17 year olds in a state-approved adult education program based on the information provided by the applicant and the teacher listed above. The program will complete a *Request for GED Test or HiSET Exam Approval* log and submit it, along with a summary report of Aztec GED® Practice Test scores (if applicable), to the Georgia High School Equivalency Program (GaHSE) for final approval.

PROGRAM ADMINISTRATOR/DESIGNEE NAME: PLEASE PRINT	
PROGRAM ADMINISTRATOR/DESIGNEE SIGNATURE:	DATE:

In order for Underage Youth (16 and 17-year-olds) to take the GED® Test or HiSET® Exam in Georgia prior to their 18th birthday, they must enroll in an approved Adult Education program and complete requirements necessary to be granted approval to test early.

Adult Education Program Enrollment Steps

1. **Fill out the application form provided by the local adult education program.** Select the appropriate admission category and provide documentation, as needed.
 - a. **Parent/Guardian Permission** – parent/guardian must sign the application in front of a witness
 - b. **Marriage** – attach a copy of your marriage certificate
 - c. **Legal Emancipation** – attach a copy of your emancipation document
 - d. **Court Order/Adjudication** – attach documentation from Juvenile Justice, correctional facility, etc.
 - e. **Special Program** – attach official enrollment forms from an approved organization, e.g. Job Corps, Youth Challenge
 2. **Validate that you have withdrawn from K-12 education by attaching ONE of these documents. Court Order/Adjudication and Special Program students are exempt from this requirement.**
 - Public and Private School Applicants
 - a. An official withdrawal document from the last school attended by the applicant.
 - b. A letter from the superintendent or designee indicating that you are not currently enrolled or were never enrolled in the local school system.
 - Home School Applicants
 - a. An Underage Enrollment Affidavit for Home School Students (available from the adult education program)
 3. **Provide legal identification with proof of age with your submitted application and supporting documentation.** The program will admit you only if you have submitted all required documents.
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GED® Test Approval Steps

1. **Select approval from one of the options below.**
 - **OPTION ONE:** Score at least a 6.0 GE on TABE 11&12 in Reading (536+) and Math (537+), **and** Score at least **150** on **two** GED Ready™ Tests **or** **75%** on **two** of Aztec’s GED Practice Tests. (*Aztec summary reports must be submitted with the Approval Log.*)
 - **OPTION TWO:** Complete TABE 11&12 Reading and Math pre-tests **and** Score at least **150** on **all four** GED Ready™ Tests **or** **75%** on **all four** of Aztec’s GED Practice Tests. (*Aztec summary reports must be submitted with the Approval Log.*)
2. **You will need to schedule a time with your teacher to take GED Ready™ or Aztec GED® practice tests.**
 - **GED Ready™** - With your teacher, create a profile on the MyGED™ portal at www.ged.com. Then, take the *GED Ready™* practice test. The practice test must be administered in the adult education program. *GED Ready™* scores earned outside of the program will not be considered for testing approval.
 - **Aztec’s GED® Practice Test (if available)** – With your teacher, create a login/password. Then, take a GED® Practice Test. A score of 60% on each subtest demonstrates your ability to pass the GED® Test. The practice test must be administered in the adult education program. *Aztec GED® Practice Test* scores earned outside of the program will not be considered for testing approval.
3. **Agree to maintain enrollment in the adult education program** until you have successfully completed your GED® Test or HiSET® Exam, as outlined by the adult education program you attend.

After successful completion of these requirements, the program will complete a *Request for Underage Youth Testing Approval Log* and submit it, along with an Aztec Practice Test summary reports (if applicable), to the GaHSE Program for final approval. You will receive an email from the GED Testing Service® with scheduling instructions, if approved.

HiSET® Exam Approval Steps

1. Select approval from one of the options below:

OPTION ONE:

Score at least a 6.0 GE on TABE 11&12 in Reading (536+) and Math (537+) **and** Earn a minimum score on any **two subjects** from the HiSET Official Practice Tests chart below (*HiSET Practice Test summary reports must be submitted with the Approval Log*).

OPTION TWO:

Complete TABE 11&12 Reading and Math pretests **and** Earn a minimum score on **five subjects** from the HiSET Official Practice Test chart below (*HiSET Practice Test summary reports must be submitted with the Approval Log*).

Subject	OPT10	OPT9	OPT8	OPT7
Reading	18	16	17	15
Writing +Essay	15+2	16+2	11+2	15+2
Math	10	8	7	10
Social Studies	16	16	12	16
Science	15	16	13	15

2. You will need to schedule a time with your teacher to take the *HiSET*® Official Practice Tests.

- With your teacher's assistance, create a MyHiSET profile at <https://hiset.ets.org/test-takers> you should note the HiSET ID assigned. Your HiSET ID is required and must be included on the Request for Approval Log.

3. Agree to maintain enrollment in the adult education program through the successful completion of HiSET® testing.

After successful completion of these requirements, the program will complete a *Request for Underage Youth Testing Approval log* form and submit it and the required HiSET Practice Test summary reports to the GaHSE Program for final approval. The request is completed within 2-3 business days and the decision status is reported to the program. The underage override is immediately posted to the students MyHiSET account and tests may be scheduled.