

High School Equivalency Testing Process for 16-year-olds

Sixteen-year-olds will only be approved to take the HiSET or GED for one of two reasons:
Admission to Post-Secondary Education/Training or Employer Requirement

To take the HiSET or GED test, 16-year-olds must: (*GED not offered in Libby)

1. _____ Schedule an appointment with the program director in Kalispell.
Student and a parent/guardian must attend. Online meeting available.

_____ Testers must
have a valid photo
ID that will be used
for testing check-in
(government-issued)

2. Submit the following documents to Adult Education **prior** to enrollment:

_____ **High School / Homeschool Withdrawal Letter**



- High school letters must be on letterhead, and include legal name and date of birth, last date of attendance, signed by chief education officer (CEO).
- Homeschool template available upon request.

_____ **Age Waiver Form** (green)

- Top section: completed and signed by 16-year-old
- Middle section: completed and signed by same CEO as withdrawal letter
- Bottom section: completed by parent/guardian and notarized

_____ **Written Proof from an Admissions Officer or Employer**

- Documentation stating a high school equivalency credential is a requirement for admission to a program or employment by that employer.
- To be considered official, this letter must be on business letterhead or notarized.

3. Attend an **orientation and TABE** session (reading and math assessments).
Morning and evening TABE sessions are available at LCC on Tuesdays and Thursdays.
4. **Attend an HSE Prep Class and work on Essential Education online.
5.  Prove preparedness on all GED or HiSET subjects through official Practice Tests.
1.  **FVCC Scholarship:** Complete 20+ program hours and reach “Pass” on EE’s GED/HiSET Prep.
***Scholarship is only available for in-person testing fees.**
2. Adult Education staff will submit a Signed Instructor Recommendation and all paperwork to the Office of Public Instruction for approval. You will be notified once approved for testing, and we will assist in scheduling tests.

Testing Fees:

<u>HiSET</u>	<u>GED (FVCC only or online)</u>	<u>FVCC Testing Center</u>
<ul style="list-style-type: none">• In-person: \$15 per subject test (\$75), 3 tries per year Online: \$32.50 (\$162.50), \$17.50 for retakes (2/year)	<ul style="list-style-type: none">• In-person: \$26 per subject test (\$104), 1 free retake• Online: \$36 (\$144), no free retakes	<ul style="list-style-type: none">• \$5.00 per subject test• Paid to FVCC’s Business Office day of testing• Not included in the Scholarship