

## Jefferson County School District

Monticello, Florida



### POLICY FOR STUDENTS UNDER 18

#### Under-Age GED Student Requirements:

- The individual must not have a high school diploma.
- The individual must be legally withdrawn from secondary school.
- The individual must complete the class placement test. This test must be administered by a designated JCSD Adult Education Program official.
- The individual will be required to enroll in the JCSD Adult Education Program. (Exceptions may apply should the student meet the criteria.)
- The individual must complete a minimum of twelve instructional hours.
- The individual must pass all four sub-tests of the GED® Ready with a "LIKELY TO PASS" score of 145 or higher and provide copies of all score reports displaying the individual's name, test subject, and test score. The GED® Ready sub-tests are taken in a proctored environment.
  - A. The individual must remain actively enrolled and attend classes until the GED® Ready testing requirement has been met.
  - B. The individual must comply with all procedures and expectations of the program.
- The individual must complete a GED® counseling session and checklist with an approved staff member.

#### Age Rule (GED®)

Rule 6A-6.021 F.A.C. allows students who are 16 or 17 years of age to take the GED® test before their cohort if they have extenuating circumstances. Under-Age GED® candidates who are not enrolled in school and are under eighteen can request an exemption. Students and parents/guardians are required to complete a "Request for GED® Age Waiver" form, (FM-4563). Upon administrative approval, the form will be submitted to the GED® Testing Service.

#### Waiver Criteria & Application Process:

- After the GED® candidate has met all the JCSD under-age GED® student requirements the Under-age Waiver Form must be signed by the parent/guardian.
- The completed Florida GED® Testing Program Under-Age Waiver Form and any other information requested should be submitted to the JCSD Adult Education Program Coordinator or testing center personnel. Submitted waivers shall be signed by the superintendent or their designee upon approval.
- The designated JCSD staff member will be responsible for transmission of the waiver to the High School Equivalency Diploma Program office.

#### Appeals Process for Denials:

- The GED® program applicant should refer to the GED® checklist provided during the counseling session for feedback.
- Any requests for additional information must be submitted to the JCSD Adult Education Coordinator for approval by the district Superintendent within (30) calendar days.
- The GED® program applicant may submit a new Florida GED® Testing Program Under-Age Waiver Form for approval.

**For Info. Contact: JCSD Adult Ed Coordinator  
Mrs. Kala Alexander at (850)342-0100 ext. 103  
Email: [Kalexander@jeffersonschools.net](mailto:Kalexander@jeffersonschools.net)**

**Jefferson County School District**



# Adult Education

**Join us!**

**GED & Adult Basic Education**

Fall	Spring	Summer
(August - December)	(January - May)	(June - July)
Aug. 10 - Dec. 19 2023	Jan. 8 - May 24 2024	June 3 - June 28 2024

**Cost: \$45/semester**

**Tuesdays & Thursdays  
In-Person Instruction 6:00 - 8:00 P.M.**

Students may register between 8:00 A.M. - 4:00 P.M.  
at the Jefferson County Schools District Office.

**FOR MORE INFORMATION**  
Contact Kala Alexander at (850) 342-0100 ext. 103 or via email at [Kalexander@jeffersonschools.net](mailto:Kalexander@jeffersonschools.net)

#### GED® Test Registration Process:

- The GED® Candidate should complete the registration process at <http://ged.com> prior to the school district submitting the Florida GED Testing Program Under-Age Waiver Form to the Florida Department of Education.
- After creating an account on GED.com, the candidate should schedule a test online and take the test at an official GED® test center. To schedule: Simply log into your GED® account. Choose which test subjects you will be taking. Select a day and time at an official GED® test center near you. Pay for the test online using a credit or debit card. If you do not have a credit or debit card to schedule to take the GED® test you can use a prepaid debit card or Visa gift card.