

**2006-2007~~2005-2006~~**  
**ADULT**  
**STUDENT PROGRESSION PLAN**

**Entry, Progression, and Graduation**

**Effective ~~July 28, 2005~~**



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## THE ADULT HIGH SCHOOL CREDIT PROGRAM

The Adult High School Credit Program is designed to provide adult students with an opportunity to earn a standard high school diploma (Adult High School Diploma). Students enrolling in the AHS program must meet the district's graduation requirements, including FCAT, the state required assessment test.

**School Board Policy 8.09** and **Administrative Directive 8.09** govern the administration of Adult High School programs.

### Instructional Program

The program of instruction is based on the State of Florida mandated course frameworks and performance standards. The curriculum is based on the Florida Course Code Directory and is approved by the Department of Curriculum and Instruction. The instructional personnel assigned to the Adult Credit High School program must provide certification coverage appropriate to teach in specific areas or fields.

### Entrance Criteria

To enroll in an Adult High School course of study, a student must meet the following entrance criteria:

- Does not possess a high school or state-approved diploma
- Is at least 16 years of age or older
- Has officially withdrawn from an elementary or secondary program.

It is recommended that a student scores a 9.0 grade level on a state-approved assessment instrument, such as the Test of Adult Basic Education (TABE) before starting academic courses, as stated in the State Board of Education Rule 6A-6.014, FAC.

**State Board Rule 6A-6.020 prohibits use of the Adult High School Credit program to qualify for high school graduation at an earlier date than that on which he or she would normally have been graduated through regular attendance in high school.**

### Credit Requirements

The graduation standards for adults are the same as those for secondary students.

***Exception: The physical education requirement is waived for the adult credit student. An elective credit may be chosen to substitute for the one-half physical education credit.***

### Determination of Appropriate Course Enrollment

Students wishing to enroll in the Adult High School program must first submit an official copy of their high school transcripts to a certified guidance counselor for review and determination of required courses for graduation. The student must then be provided with a list of courses that will satisfy the graduation requirements.

### Awarding of Credits

All Adult High School diplomas must be issued through the Adult Education Center. Upon completion of credits required for graduation and attainment of a passing score on the FCAT/HSCT, all material must be forwarded to the guidance department at the Adult Education Center for the processing of diplomas.

**NOTE: An Adult High School graduation ceremony is held in conjunction with the regular high school graduations each year.**

### Credits for Military Service

High school credit may be awarded for educational experiences in the armed forces of the United States under the following conditions:

- (a) Two (2) units of elective subject credit, recorded as military training, may be granted to any individual who has satisfactorily completed a minimum of one (1) full year of service in the armed forces, as evidenced by documentation provided by the armed forces.
- (b) Correspondence courses in high school subjects taken under the auspices of the United States Armed Forces Institute may be accepted for credit, provided bona fide certificates of course completion are presented showing the necessary information for proper evaluation of the credit to be awarded.
- (c) Organized courses of instruction completed in special schools operated by the armed forces may be accepted for credit, provided documentary evidence of course completion is submitted, and provided further that the amount of credit awarded in each case shall be in accordance with recommendations of the American Council on Education, as contained in the Council's publication, "A Guide to the Evaluation of Educational Experience in the Armed Services."
- (d) Local school officials may not award more than eight (8) credits toward high school graduation based on military experiences and course work completed while in the armed forces. [State Board Rule 6A-6.020(3)(a)]

## ADULT CREDIT HIGH SCHOOL CO-ENROLLED PROGRAM

The Adult Education Co-enrolled Credit Program may be used by current high school students for acceleration, remediation, or forgiveness purposes.

To enroll in the Co-Enrolled High School Credit Program, a student must meet the following entrance criteria:

- Must be currently enrolled in a private or public high school
- Have permission from the principal or designee of his/her school to take a specific course or courses

For listing of courses, contact the Office of Adult and Community Education.

### Determination of Appropriate Course Enrollment

A student wishing to enroll in the Co-Enrolled program must meet with his/her regular high school guidance counselor to identify the course(s) needed. Upon identification of credit courses, the student must obtain written permission from the principal or designee that identifies the following:

- Course in which the student may enroll, including the semester, e.g., English III, Semester I
- Deadline by which the student must complete all work and submit Course Completion Form to home school prior to graduation

### Awarding of Credits

AHS-Co-Enrolled students may be awarded credit based on the attainment of:

- competencies included in the credit curriculum
- the final examination will count 20% of the final grade

**Note: All students must take the final examination.**

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## GENERAL EDUCATIONAL DEVELOPMENT (GED) TESTS

Upon successful completion of the GED Tests, a person is awarded a State of Florida High School Diploma.

### Eligibility

A person who is not currently enrolled in an elementary or secondary school shall:

- Be at least eighteen (18) years of age at the time of application.
- Reside in the State of Florida at the time application is made.

Exception: Persons 16-17 years of age who have withdrawn from school and have been granted an Age Waiver by the Palm Beach County Superintendent of Schools or designee (*A General Educational Development (GED) Age Waiver Applications (PBSD 0944) may be obtained from a community school offering a GED instructional program.*)

Individuals may register for the GED Test at certain community schools. Applicants must complete an application form, present a valid Florida Driver's License or a Florida Identification Card, proof of age, and pay the testing fee.

State Board of Education Rules allow for the awarding of a State of Florida High School Diploma upon attainment of a standard score of 410 or above on each of the five GED Tests with an overall average of 450 (or total score of 2,250). Candidates may retake one or more subtests.