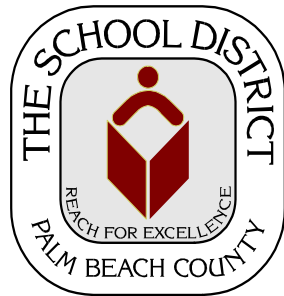


2006-2007-2008
ADULT
STUDENT PROGRESSION PLANS

Entry, Progression, and Graduation

Effective ~~September 7, 2006~~ 2007



Judith Klinek, Director
Department of Supplemental Educational Services
(561) 963-3876

TABLE OF CONTENTS

THE ADULT HIGH SCHOOL CREDIT PROGRAM	A/1
Instructional Program	A/1
Entrance Criteria	A/1
Credit Requirements	A/1
Determination of Appropriate Course Enrollment	A/2
Awarding of Credits	A/2
Credits for Military Service	A/2
ADULT CREDIT HIGH SCHOOL/ CO-ENROLLED CREDIT PROGRAM	A/3
Determination of Appropriate Course Enrollment	A/3
Awarding of Credits	A/3
GENERAL EDUCATIONAL DEVELOPMENT (GED) TESTS.....	A/4
Eligibility.....	A/4

THE ADULT HIGH SCHOOL CREDIT PROGRAM

The Adult High School Credit Program (AHS) is designed to provide ~~adult~~ students with an opportunity to earn a standard high school diploma ~~or an (Adult High School Diploma).~~ Florida Statute § 1004.02 defines an Adult High School Program as: “the award of credits upon completion of courses and passing of state mandated assessments necessary to qualify for a high school diploma. Except as provided elsewhere in law, the graduation standards for adults shall be the same as those for secondary students.” An adult high school student is a student who is 16 years old or older and has legally withdrawn from high school or is a co-enrolled student who is currently enrolled in a 9th-12th grade high school program who is taking credit courses through adult education for high school graduation. (State Board of Education Rule 6A-6.011) Students enrolling in the AHS program must meet the district’s graduation requirements, including FCAT, the state required assessment test. [Florida Statutes 1004.02 (4) (6) & 1004.93]

School Board Policy 8.09 and State Board of Education Rules 6A-6.010, 6A-6.011, 6A-6.014 & 6A-6.070 ~~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 Adult High School Curriculum Framework provides a minimum set of standards to be used by all facilitators delivering adult high school education. ~~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.~~ Adult high school education includes both high school diploma programs and co-enrolled courses of study. The Adult High School Curriculum Framework provides consistency, programmatic quality and integrity, and a continuum of service. The skills represented in the framework provide the instructor with the minimum basic competencies required in a discipline. Students in this program must meet all state and local requirements for graduation. [Florida Statute §1004.02 (4)]

Entrance Criteria [Florida Statute §1004.02 (6); State Board of Education Rule 6A-6.014, FAC]

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 **legally** withdrawn from an elementary or secondary program under Florida Statute §1003.21 (1)(c)

- Must be pre-tested on a state-approved assessment instrument (TABE 9/10) during the enrollment process

It is ~~required~~ **recommended** that a student scores a 9.0 grade level or above in reading on a state-approved assessment instrument (TABE 9/10), ~~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 (1) 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 [Florida Statute §1004.02 (4)]

The graduation standards for adults are the same as those **general requirements** for secondary students under Florida Statute §1003.43.

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. [Florida Statute §1003.43 (6) (a)]

Determination of Appropriate Course Enrollment

Students wishing to enroll in the Adult High School Credit 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 Moved from below- (State Board of Education Rule 6A-6.020 (3) (a))

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. *Moved to above- (State Board Rule 6A-6.020(3)(a))*

ADULT CREDIT HIGH SCHOOL/ CO-ENROLLED CREDIT PROGRAM

A co-enrolled student is one who is currently enrolled in a 9th-12th grade high school program who is taking credit courses required for high school graduation through adult education. See State Board of Education Rule 6A-6.011 & 6A-6.014 (2) and Florida Statute §1004.02 (6).

Entrance Criteria

~~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~~

(Moved to below) For a complete listing of courses available, contact the ~~Office of Adult and Community Education Office~~.

~~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.

Deleted: §

Deleted: May 22, 2003

- ~~Upon identification of credit courses the student must obtain written permission from the principal or designee that identifies the following:~~ An Adult High School Course Permission Omni Form (1696) needs to be signed by the high school counselor, the principal or designee, the student, and the student's parent (s) or guardian and must be presented at the time of registration. This form identifies the credit course necessary for graduation. ~~obtain written permission from the principal or designee that identifies the following:~~
- Co-enrolled students do not have to take a state-approved assessment test (TABE 9/10) before taking academic classes in adult education (State Board of Education Rule 6A-6.014, FAC).
- ~~➤ 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~~

(Moved from above) For a complete listing of courses available, contact the Office of Adult and Community Education Office.

Awarding of Credits

Adult High School/~~AHS~~-Co-Enrolled students may be awarded credit based on demonstrating mastery through earning a passing grade in the competencies included in the District approved curriculum. (State Board of Education Rules 6A-6.02 & 6A-6.014(5)) ~~the attainment of:~~ Students must take the final examination, which will count 20% of the grade.

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

Note: All students must take the final examination.

An Adult High School Course Completion Omni Form (1086) needs to be completed and submitted to the data processor in order for the student to receive a grade and credit.

GENERAL EDUCATIONAL DEVELOPMENT (GED) TESTS

[Florida Statutes §1004.02 (17) & 1003.435] (Board of Education Rule: 6A-6.021)

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). [See State Board of Education Rule 6A-6.021 for scores.](#) Candidates may retake one or more subtest.