

Career Plus HSE Student Participation Agreement

To be completed prior to participating in the Career Plus HSE program, and returned to the Adult Education Transition Specialist.

The Career Plus HSE (High School Equivalency) program provides opportunities for eligible Adult Education students to earn a high school equivalency diploma and postsecondary credential(s) simultaneously. Students must complete required high school courses and/or equivalency credits and earn a postsecondary degree, diploma, or two Technical Certificates of Credit (TCC) in a related major.

Section 1: Student Information: (*Asterisks denote required fields.)

***First Name:** _____ **Middle Name:** _____

***Last Name:** _____ ***Date of Birth:** _____

***Cell Phone:** _____ ***Email Address:** _____

Address: _____
Street Address *Apt./Unit Number* *City* *State* *Zip*

Adult Education Program: _____

Postsecondary Institution: _____

Select One: Part-Time Student Full-Time Student

Select One: Degree Diploma 2 TCCs

Desired Program (select one):

- | | |
|--|--|
| <input type="checkbox"/> Automotive Technology | <input type="checkbox"/> Aviation Technology |
| <input type="checkbox"/> Certified Engineer Assistant | <input type="checkbox"/> Commercial Truck Driving |
| <input type="checkbox"/> Computer Programming | <input type="checkbox"/> Computer Technology |
| <input type="checkbox"/> Construction Technology | <input type="checkbox"/> Diesel Equipment Technology |
| <input type="checkbox"/> Early Childhood Care and Education | <input type="checkbox"/> Electrical Lineman Technology |
| <input type="checkbox"/> Health Science | <input type="checkbox"/> Electrical Lineman Worker |
| <input type="checkbox"/> Law Enforcement/Criminal Justice | <input type="checkbox"/> Industrial Maintenance |
| <input type="checkbox"/> Logistics/Transportation Technology | <input type="checkbox"/> Movie Production Set Design |
| <input type="checkbox"/> Practical Nursing | <input type="checkbox"/> Precision Manufacturing |
| <input type="checkbox"/> Welding and Joining Technology | <input type="checkbox"/> Other: _____ |

Prior Learning Assessment Evaluation: *(to be completed by Adult Education staff)*

GALIS ID: _____

Student has the following prior learning assessments (check all that apply):

- High School Transcript GED Scores HiSET Scores

**Email page 1 and 4 of this Career Plus HSE Student Participation Agreement and transcripts to CPH@tcsge.edu.*

Section 2: Career Plus HSE Requirements (Reviewed and initialed by Student)

_____ The eligible student has met with the Adult Education Transition Specialist and after hearing about all HSE diploma options, has decided to pursue the Career Plus HSE program.

_____ The eligible student is a Georgia resident and has met the following criteria:

a. ***The following guidelines apply during the COVID-19 pandemic:***

Met at least one of the minimum entrance requirements for Adult Education and/or College Program below:

- i. **One** TABE Math or Reading score listed below*:
 1. Level M and D – Math 496 or Reading 501
 2. Level A – Math 537 or Reading 537
- ii. GED Math or RLA with a minimum of 145
- iii. Classic Accuplacer (Math, English and Writing) with program ready minimum scores
- iv. Other entrance criteria approved by the local college

*Note: Per the [FY2021 Assessment Policy](#), programs must administer the TABE as soon as feasible to be counted for federal reporting. However, due to the COVID-19 pandemic, programs may use informal assessments to provisionally determine a student's educational functioning level for instructional and NRS-reporting purposes. Programs must assign a provisional educational functioning level within the student's first 12 contact hours.

_____ The eligible student acknowledges that if he/she needs to withdraw from a college course before completion, the student will not receive credit for that course. The student should reach out to the Adult Education Transition Specialist to identify the most appropriate next steps.

_____ Career Plus HSE expectations and responsibilities have been shared by the Transition Specialist and all questions/concerns have been discussed.

_____ The eligible student acknowledges that the U.S. Department of Education requires that all postsecondary institutions provide training on sexual assault awareness and prevention under the Violence Against Women Act. This mandatory training information will be provided by postsecondary institutions at no cost and will include Career Plus HSE students.

_____ The eligible student must complete all state-required coursework and any state-required assessments associated with the required high school equivalency credits to receive the HSE diploma (two English, two Social Studies, two Math, two Science, and one Health/Physical Education credit), in addition to a postsecondary degree, diploma, or two TCCs in a related major.

Section 3: Release of Information

(Student Name – Please Print)

I, _____, hereby grant permission for the Adult Education program to release my transcripts and student records, including enrollment, assessment, and academic information, to my postsecondary institution, the Office of Adult Education High School Equivalency Program, and WorkSource Georgia for the purposes of verifying my requirements for the Career Plus HSE program. This release will remain in effect throughout my enrollment as a Career Plus HSE student.

Section 4: General Information

- Career Plus HSE classes attended on the postsecondary institution campus follow the institution's calendar, and Career Plus HSE classes attended on the Adult Education campus follow the Adult Education calendar.
- Students participating in Career Plus HSE postsecondary courses should do so with the knowledge that the coursework may be more rigorous and challenging than Adult Education courses. Students are held to a higher degree of independent responsibility and accountability.
- Students may be responsible for additional costs, such as course or lab fees/supplies, and/or fees charged for late, damaged, or lost textbooks. If you have questions about financial support, please contact your Transition Specialist for assistance.

Section 5: Statement of Equal Opportunity

As set forth in its student catalog, _____ does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

The following person(s) has been designated to handle inquiries regarding the non-discrimination policies:

Section 6: Signatures

Student Name Printed: _____

Student Signature: _____ Date: _____

Transition Specialist Name Printed: _____

Transition Specialist Signature: _____ Date: _____

Notice of Portability

(Student Name – Please Print)

I, _____, understand that the high school equivalency credential earned through the Career Plus HSE program is conferred by the Technical College System of Georgia in the state of Georgia and, therefore, may potentially lack maximum portability in other states. Additionally, the Career Plus HSE high school equivalency credential may not be accepted by the military and some colleges and/or universities, including University System of Georgia institutions. Career Plus HSE participants are responsible for determining the admission and enrollment requirements for any institution(s) they want to attend after completing the Career Plus HSE program and whether the Career Plus HSE high school equivalency credential will be accepted. The Adult Education staff have advised me of this information and I am choosing to continue participating in the Career Plus HSE program.

Student Name Printed: _____

Student Signature: _____ Date: _____

**Email page 1 and 4 of this Career Plus HSE Student Participation Agreement and transcripts to HSEOffice@tcsge.edu.*