

CERTIFICATE OF PROFICIENCY/HIGH SCHOOL EQUIVALENCY**Certificate of Proficiency**

The principal of each school maintaining grades 11 and 12 shall distribute to each student an announcement explaining the California High School Proficiency Examination (CHSPE). When announcements from the California Department of Education or its contractor are received, this information shall be made available early enough to enable interested students to register for the test to be given in the fall of that year.

Any student may take the CHSPE if he/she meets one of the following conditions:

1. Is age 16 or older;
2. Has been enrolled in the 10th grade for one school year or longer; or
3. Will complete one school year of enrollment in the 10th grade at the end of the semester during which the CHSPE will be administered.

If a student receives the proficiency certificate, the district shall indicate the student's accomplishment and the date of the proficiency certificate award on the student's official transcript.

Any student who has received the certificate of proficiency may be exempted from compulsory school attendance upon his/her request with verified parent/guardian consent.

The consent form shall be provided by the Superintendent or designee and shall contain at least the following information:

1. A general explanation of the student's rights of exemption from compulsory attendance and of re-enrollment in the public schools;
2. The date of issuance of the certificate of proficiency;
3. The signature of the parent/guardian and the date; and
4. The signature of the school administrator who has personally confirmed the authenticity of the parent/guardian's signature and the date.

If a student age 16 or 17 terminates his/her enrollment after receiving the high school proficiency certificate, he/she may re-enroll in the district with no adverse consequences. If he/she subsequently terminates enrollment again, he/she may be denied re-enrollment until the beginning of the following semester.

High School Equivalency Certificate/GED

Any person is eligible to take the General Educational Development (GED) test leading to a high school equivalency certificate if he/she is a resident of California or a member of the armed forces assigned to duty in California and meets any one of the following criteria:

1. Is 18 years of age or older, or within 60 days of his/her 18th birthday, regardless of enrollment status;
2. Is not currently enrolled in school and is within 60 days of when he/she would have graduated from high school had he/she remained in school and followed the usual course of study;
3. Is 17 years of age, has been out of school for at least 60 consecutive days, and provides a letter of request for the test from the military, a postsecondary educational institution or a prospective employer;
4. Is 17 years of age, has accumulated fewer than 100 units of high school credit, is confined to a state or county hospital or to an institution maintained by a state or county correctional facility, and meets other criteria listed in 5 CCR 11532; or
5. Is 17 years of age, has accumulated fewer than 100 units of high school credit prior to enrollment in a dropout recovery high school's academic program, and has successfully completed the dropout recovery high school's instructional program which is aligned to state standards, offers the opportunity for a high school diploma, and provide services for at least one year.

Drop out recovery high school is a high school in which 50 percent or more of its students have been designated as dropouts pursuant to exit/withdrawal codes development by the CDE.

Revised: May 24, 2013

Adopted: September 24, 2008