

Age Waiver for General Educational Development (GED) Testing

Residents of Minnesota between the ages of 16 and 18 may take the GED tests if they qualify for an Age Waiver. You must apply for an age waiver using the form provided by the Minnesota GED Office. An approved Age Waiver must be presented at an Official Testing Center before you will be allowed to test. Age waiver applicants must not be enrolled in high school.

There are six possible ways for an applicant to qualify for an age waiver. An applicant needs to meet ONE of the following six conditions:

1. Applicant has been dropped from the school's attendance rolls for at least one full calendar year.
2. Applicant's high school class has graduated.
3. A prospective employer indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for employment.
4. A prospective postsecondary institution or financial aid office indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance or to begin the financial aid process.
5. The military indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance.
6. An Adult Basic Education (ABE) program or other recognized educational, social service, or correctional agency indicates that successful completion of the GED Test Battery is a part of the applicant's written individual learning plan, AND also provides signed/dated documentation showing the applicant has taken at least three of the five Official GED Practice Tests with a standard score of at least 500 on each. Official Practice Tests are available from all Minnesota ABE programs.

To locate an ABE program in Minnesota, call 800-222-1990 or [search the Minnesota Literacy Council's website](http://www.mnliteracy.org/hotline) (<http://www.mnliteracy.org/hotline>).

ABE Programs do not charge for classes or administration of the Official Practice Tests.

Age Waiver Form

Age waiver applicants must use the official Age Waiver form available at the end of this document. Instructions are provided below. **DO NOT ALTER THE FORM IN ANY WAY OR IT WILL BE REJECTED.** Completed forms may be returned to the Minnesota GED Office in any of the following ways:

- E-mail a scanned copy to alice.smith@state.mn.us.
- Mail to: GED Testing/Minnesota Department of Education/1500 Highway 36 West/Roseville, MN 55113-4266.
- Fax: 651-582-8458.
- Drop form off in person at the Minnesota Department of Education in Roseville.

Instructions for Completing the Age Waiver Application

1. Please type or print legibly. This will help eliminate misspellings and the need to resubmit the application.
2. Complete ALL items.
3. Make sure you meet at least one of the six eligibility criteria.
4. Criteria 1 and 2 require verification of the information by authorized school personnel. (For instance, a school official could complete the Total Years Completed and Date Dropped on the application form. That same official could also fill out the Agency Information and sign/date the form.) If someone from an ABE program, correctional facility, recruiter's office or some other qualified person helps the applicant, he/she may contact the school to verify the information and then sign and date the application. It is important that signatures be legible in case the Department of Education's GED personnel need to contact a signer.
5. If the applicant is under the age of 18, a parent or guardian must acknowledge the information provided by also signing and dating the form.
6. When an application has been approved by the GED Testing Office, an Age Waiver will be mailed to the applicant at the address provided. Sometimes an agency requests that the Age Waiver be mailed or faxed directly to the agency or Official Testing Center. An Age Waiver may also be picked up in person at the Minnesota Department of Education.
7. An approved Age Waiver will be issued by the Minnesota Department of Education and must be presented to Official Testing Center staff before the individual will be allowed to test.

Applicant Identification Information

- The applicant should complete the first two lines (name, birth date, address, city, state and zip).
- School personnel must provide the Total Years of Formal Schooling Completed (last grade) and the Date Dropped from Attendance Rolls.
- An "agency" person (for example, Adult Basic Education Program administrator, teacher, a qualified K-12 school person, a correctional program administrator, qualified military recruiting staff person, postsecondary institution, home school parent) may contact a school official to verify/confirm the last grade completed and the date dropped and then

fill in the information on the application. The agency person may also supply the method for verifying the applicant's age and can sign and date the form.

Agency Information

This section can be completed entirely by the agency person.

Qualifying Condition for Age Waiver

Please mark only ONE.

Parent/Guardian Signature and Date

Only required if applicant is under 18 years of age (or over 18 but under the care of a guardian/conservator).

Verification of Information

The name of the agency must be filled in. The responsible agency authority must sign and date the form. If the agency is a home school, the parent or other authorized staff must sign/date and complete this portion of the application form.

For more information on GED Testing, contact Jim Colwell at jim.colwell@state.mn.us or call 651-582-8437.



GENERAL EDUCATIONAL DEVELOPMENT (GED) TESTS AGE WAIVER APPLICATION

ED-00833-12

APPLICANT IDENTIFICATION INFORMATION

Applicant Name (Last, First, Middle):

Birth date (Month, Date, Year):

Home Address:

City: State: Zip Code:

Total Years of Formal Schooling Completed (last grade):

Date Dropped from Attendance Rolls:

Agency has verified applicant's age by (check one):

Drivers License

Birth Certificate

Other (specify):

AGENCY INFORMATION

Name of Agency/Institution:

Address:

City: State: Zip Code:

Name of Responsible Authority:

Title:

Phone: FAX:

CONDITIONS FOR APPLICATION FOR WAIVER

NOTE: If the above applicant is not yet 18 years old, the "PARENT/GUARDIAN SIGNATURE" section below must be completed before application approval is granted. Check the condition under which the applicant is requesting a minimum age waiver (check one only):

1. Applicant has been dropped from the school's attendance rolls for at least one full calendar year.
2. Applicant's high school class has graduated.
3. A prospective employer indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for employment.
4. A prospective postsecondary institution or financial aid office indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance or to begin the financial aid process.
5. The military indicates on signed/dated letterhead that applicant must successfully complete the GED Battery to qualify for acceptance.

6. An Adult Basic Education (ABE) program or other recognized educational, social service, or correctional agency indicates that successful completion of the GED Test Battery is a part of the applicant's written individual learning plan, AND also provides signed/dated documentation showing the applicant has taken at least three of the five Official GED Practice Tests with a standard score of at least 500 on each. Official Practice Tests are available from all Minnesota ABE programs.

PARENT/GUARDIAN SIGNATURE*

I / We approve of our child's application for a waiver of the minimum age requirement to take the Tests of General Educational Development (GED). I/We certify our child is not enrolled in high school. * Required if the applicant is under 18 years old.

Typed / Printed Parent/Guardian Name

Signature and Date

VERIFICATION OF INFORMATION

I hereby verify that the information provided on this application is true and correct to the best of my belief and knowledge and that the applicant is not enrolled in high school.

Name of Agency / Institution

Responsible Authority Signature and Date

GENERAL INFORMATION AND INSTRUCTIONS: State Board of Education Rule 3500.3100, Subpart 4 provides for the waiver of the minimum age requirement for all GED candidates under the age of 19 to take the General Educational Development Test on the basis of supportive evidence of special need provided by a recognized agency. Please complete all portions of this 2-page application and return it with the requested attachments, to the Minnesota Department of Education, General Education Development, 1500 Highway 36 West, Roseville, MN, 55113.

If approved, an "Approval for Waiver of Minimum Age" will be mailed directly to the applicant unless the agency at the time of application requests it receive the waiver. Please note that if the applicant is under 18 years of age, a parent/guardian signature MUST be provided. If not approved, the agency will be notified of the reasons. Applicant is ineligible to test if still enrolled in high school.