Minnesota Department of Education

Age Waiver for General Educational Development (GED®Testing)

Everyone who takes the GED Battery in Minnesota must first create an online account using the GED Testing Service's® website. Create an online GED Account. Seventeen- and 18-year-olds in Minnesota must obtain an age waiver before they will be able to test.

Those under age 19 who create an account online will be directed to this document and form to apply for an age waiver. The age waiver process must be completed before the online account creation/registration can be completed. Once your age waiver application form is sent and approved by GED staff at the Minnesota Department of Education, they will approve it on the GED Testing Service website but only if you have created an account there. Create an online GED Account. You will then receive an email instructing you to continue with registration, scheduling, and payment on that site.

Note: If you began taking the 2014 GED® tests in another state, you will have to change your profile on the site to indicate your intention to test in Minnesota. Even if the other state didn't require an age waiver, if you are under the age of 19, you will need to obtain an age waiver to test in Minnesota.

Age waiver applicants must not be enrolled in high school and must meet at least ONE of the following six conditions to qualify for an age waiver:

1. You have been dropped from your school's attendance rolls for at least one full calendar year.
2. Your high school class has graduated.
3. An employer indicates on signed/dated letterhead that you must successfully complete the GED Battery to qualify for employment.
4. A postsecondary institution or financial aid office indicates on signed/dated letterhead that you 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 you 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 your written individual learning plan, AND provides signed/dated documentation showing you have, under the supervision of a proctor, either:
    a. Taken the RLA and Math subtests of the GED Ready® and scored at least 152 on RLA and at least 154 on Math; or,
    b. Taken the TABE using only Form A and scored at least 650 on both the reading and mathematics subtests.

* Includes home schools.

You are allowed to mix and match GED Ready and TABE Form A subtests. For example, you may submit a qualifying math score from GED Ready with a qualifying TABE Form A reading score.

Almost all Adult Basic Education (ABE) Programs in Minnesota provide proctoring for those seeking age waivers. Some may have other requirements or charge a fee. They may also be able to provide financial help to reduce the cost of the tests. To locate an ABE program in Minnesota, call 800-222-1990 or search the Minnesota Literacy Council's website (http://www.mnliteracy.org/hotline).

Age Waiver Form

Age waiver applicants must use the official Age Waiver form available at the end of this document. Instructions for completing it 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.

General Information about Completing the Age Waiver Application Process

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. It is not necessary to indicate more than one even if you qualify for more.
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.) Alternatively, if someone from an ABE program, other educational entity like a home school, social service agency, 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 names, numbers and signatures be legible in case the Department of Education's GED personnel need to contact a signer or listed school staff person.
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 Minnesota Department of Education's GED Testing Office, our staff will look for the applicant's account at the secure GED Testing Service site to approve it there. Approved account holders will be notified by email that they may continue with their registration, scheduling, payment, etc. The approval process can't be completed until the applicant creates an account. Create an online GED account.

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 may sign and date the form.

Agency Information

This section can be completed entirely by the agency person. An agency is often an Adult Basic Education (ABE) Program but it could be the last school attended or the district office. An agency person is one who is in a position to verify your last date of attendance and last grade completed.

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 included. 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.

Minnesota Department of Education

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 can be granted. Age waiver applicants must not be enrolled in high school and must meet at least ONE of the following six conditions to qualify for an age waiver.

I am requesting an age waiver because (check one only):

- ☐ I have been dropped from my school's attendance rolls for at least one full calendar year.
- ☐ My high school class has graduated.

- ☐ An employer indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for employment.
- ☐ A postsecondary institution or financial aid office indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for acceptance or to begin the financial aid process.
- ☐ The military indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for acceptance.
- ☐ An Adult Basic Education (ABE) program or other recognized educational*, social service, or correctional agency indicated (*includes home schools) that successful completion of the GED Test Battery is a part of my written individual learning plan, AND provided signed/dated documentation showing I have, under the supervision of a proctor, either:
- ☐ Taken the RLA and Math subtests of the GED Ready® and scored at least 152 on RLA and at least 154 on Math (proctored, such as at ABE Program); or,
- ☐ Taken the TABE using only Form A and scored at least 650 on both the reading and mathematics subtests (proctored, such as at ABE Program).

You are allowed to mix and match GED Ready and TABE Form A subtests. For example, you may submit a qualifying math score from GED Ready with a qualifying TABE Form A reading score. *Includes home schools

PARENT/GUARDIAN SIGNATURE (Required only if the applicant is under 18 years old.)
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.

_____
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. Complete all portions of this two-page application. See instructions for a list of ways to submit this information to us.

If approved, an “Approval for Waiver of Minimum Age” will be entered into the tester’s GED Testing Service record at the Minnesota Department of Education and at the GED Testing Service. Upon approval, the tester will receive an email verification.

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.