

6Gx53-4.011 ADULT AND COMMUNITY EDUCATION:

I. Enrollment Requirements:

A. Adult Student:

1. Enrollment in the Adult General Education Section and the Adult Basic Education Section shall be limited to individuals as described in Florida Administrative Code 6A-6.014(2).
2. Enrollment in the community schools' classes shall be offered to any person who resides in Polk County.

B. High School Student:

1. No regular high school student shall be accepted by an adult school without written permission from the principal of the high school, which the student regularly attends, or in accordance with Florida Administrative Code 6A-6.014(2).
2. If a high school student has been assigned to the Adult School by the high school principal, the Adult School shall receive state funding as described in the Full-time Equivalency Memorandum and Florida Administrative Code 6A-1.0451.
3. Appropriate class educational offerings shall be organized to meet requirements for graduation.
4. The program shall, where feasible, be extended to offerings in literacy, elementary citizenship, public affairs, education for the aging, cultural and liberal education.
5. Approval must be obtained from the Superintendent or designee for any adult class or adult high school completion program prior to the public announcement or beginning of such class or program.

II. Curriculum: The curriculum of the Adult General Education consisting of (a) Adult Basic Education, (b) Adult Secondary Education, and (c) Lifelong Learning, shall be in keeping with Florida Administrative Code 6A-6.013(1)(2).

III. Diploma Requirements: The Adult and Community School Coordinator shall issue a diploma upon completion of all requirements for graduation as described on the Pupil Progression Plan for Polk County Public Schools and Florida Administrative Code 6A-6.020.

IV. General Education Development and Grade Equivalency Test:

A. Adult Student: The Polk County School Board authorizes the administration of the General Education Development Test to persons seeking a diploma as recommended by the American Council of Education and the State of Florida subject to compliance with Florida Administrative Code 6A-6.021.

B. Extraordinary Circumstances: Those circumstances which would allow sixteen or seventeen-year-old persons to participate in the G.E.D. Testing Program are as follows:

1. Educational:

a. Applicant holds a certificate of completion and chooses to participate in the G.E.D. Testing Program.

Proof: Letter from school principal where certificate was issued or present the certificate of completion.

b. Applicant has an irreversible problem at the school, which cannot be solved, and the student cannot be transferred to another school.

Proof: Letter from school principal where student is enrolled stating problem.

c. Applicant needs to validate a private school or an out-of-state diploma in order to attend college.

Proof: Letter from registrar of college stating the student's school was not

accredited and he or she will be accepted in the college upon successfully completing the G.E.D. Test.

d. Applicant needs to validate "home schooling" in order to attend college.

Proof:

1) Letter from registrar of college stating the applicant's "home schooling" is not accredited and he or she will be accepted in the college's credit earning program (not remedial) upon successfully completing the GED Test.

2) Applicant has completed the Florida Home Education Program (at least 1 year in duration). A Florida Home Education Application letter is on file in the student services' office.

3) Applicant has not been enrolled in the K-12 program for 1 year or longer. Official records will indicate a K-12 withdrawal date of 1 year or longer.

4) Applicant has actively participated in an Adult and Community Education GED Prep class for 6 weeks or longer and has passed each section of the practice GED Test with a score of 45 or higher

according to school records.

e. Applicant is a student in Drop-out Prevention/ Alternative Education program. Permission to take the G.E.D. test each month will be at the discretion of the Drop-out Prevention/Alternative Education teacher. This does not apply to those students assigned to the Bill Duncan Opportunity Center.

Proof: Letter from Drop-out Prevention/Alternative Education Director stating that applicant is in the Drop-out Prevention/Alternative Education program and applicant is permitted to take the G.E.D. test.

f. Applicant is seventeen (17) years of age and:

1) is currently enrolled as an adult school student at an area vocational-technical center;

2) has successfully completed a program of study and been issued a certificate of course completion from an area vocational-technical center;

3) has completed the preparatory G.E.D. classes and successfully passed the practice G.E.D. Test; and

4) has completed an Age Waiver (G.E.D.-5) through

his or her residentially zoned high school.

Proof: Completed recommendation from the Vocational Technical Director listing the applicant's name, date of birth, name of the program completed, date of completion, score(s) achieved on the practice GED Test, and Director's signature.

2. Health:

a. Applicant has a physical problem, which would prevent the applicant from attending the K-12 program, the adult program, or homebound services.

Proof: Letter from physician or director of health department stating the physical problem.

b. Applicant has a psychological problem, which would prevent applicant from attending the K-12 program, the adult program, or homebound services.

Proof: Letter from psychiatrist or psychologist stating the psychological problem.

3. Family Problems:

a. Applicant must leave school or must have left school for the purpose of contributing to the applicant's family income.

Proof: Letter from school principal where applicant should be attending or is

attending stating the participants need to work and a notarized letter from both parents and applicant detailing need.

b. Applicant has a child for whom child care cannot be secured enabling the applicant to attend the K-12 program or the adult program.

Proof: Letter from visiting teacher from the area in which the applicant lives stating the applicant cannot secure child care services.

c. D.C.F. has requested that the applicant has family problems and should be allowed to take the G.E.D. examination.

Proof: Letter from D.C.F counselor stating the reason for allowing the applicant to take the G.E.D. test.

d. Applicant is in custody of the juvenile court, halfway house, or rehabilitation center and the judge or judicial officer so orders.

Proof: Letter from judge or judicial officer so ordering applicant to take the G.E.D. examination.

4. Other Problems:

Applicant wishes to enter the armed services.

Proof: Letter from the recruiting officer stating the applicant will be accepted and inducted into the service if applicant's G.E.D. scores are acceptable.

V. Facilities, Fees and Textbooks:

The School Board of Polk County, Florida
Policy 4.011

A. Facilities: Each facility used by the Adult and Community Education Program shall have a person employed by the School Board assigned by the Area Adult and Community Coordinator to be responsible for the use and care of the facility. Facilities shall be used as prescribed in Florida Administrative Code 6A-6.084.

B. Fees: When the School Board approves the offering of Post Secondary and Adult Education courses or programs which involve the charging of fees as permitted under Florida Administrative Code 6A-6.084, this approval will extend to any related fees charged. All such fees must be assessed and accounted for in accordance with the provisions of Florida Administrative Code 6A-6.084.

VI. Cross Reference: For further information refer to Pupil Progression Plan.

Statutory Authority: Florida Statutes 1001.32, 1001.41, 1001.442, 1001.43

Laws Implemented: Florida Statutes 1000.01, 1003.435, 1012.53, 1011.62; and Florida Administrative Code 6A06.084, 6A06.021

Adopted: July 26, 1972

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February 20, 1964

February 11, 1970

June 7, 1970

February 18, 1974

June 17, 1974

December 5, 1974

December 12, 1974

May 4, 1976

June 7, 1977

June 20, 1977

July 7, 1977

May 10, 1978

July 12, 1978

January 1, 1979

September 1, 1979

April 23, 1980

November 9, 1983

November 17, 1987

July 24, 1990

October 26, 1993

November 8, 1994