



Office of Public Instruction
 Elsie Arntzen, Superintendent
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Consent to Share School Withdrawal Documentation - WIOA Adult Education and High School Equivalency (HSE) Testing

This form provides consent to share school withdrawal documentation for those 17-18 years old. School withdrawal documentation is required for those aged 17-18 to enter into a WIOA Adult Education Program and for those same individuals to be allowed to register for the High School Equivalency (HSE) exam.

This form allows for the sharing of school withdrawal documentation for 17-18 year old individuals so they do not need to collect original school withdrawal documentation multiple times.

This documentation is to be used between the following entities in Montana:

- WIOA Adult Education Programs (transfer student)
- WIOA Adult Education Program and a HSE Test Center

Please check the box that corresponds to your selection

I, _____ consent to release a copy of my school withdrawal documentation and this original form:

CHOOSE ONE:

From one WIOA Adult Education Program for entry into another WIOA Adult Education Program.

Copy of record and this original form should be sent from WIOA Adult Education Program : _____

To WIOA Adult Education Program: _____

From a WIOA Adult Education Program to a HSE Test Center

Copy of record and this original form should be sent from WIOA Adult Education Program : _____

To HSE Test Center: _____

From a HSE Test Center to a WIOA Adult Education Program

Copy of record and this original form should be sent from HSE Test Center: _____

To WIOA Adult Education Program: _____

X

Signature (participant/test taker or parent/guardian if minor)

Date

Note: In order to HSE test, the following is required (Administrative Rules of Montana):

10.66.112 QUALIFICATIONS - EXCEPTIONS

Candidates 17 and 18 years of age are eligible to test and receive HSE diplomas provided the candidate:

- 1. Submits to the HSE testing center prior to testing, an original, official school document that clearly identifies the candidate by name, date of birth, and provides the last school enrollment date and signed by the chief education officer verifying that the candidate has been advised of in-school and alternative educational options;** or resides in a Montana-based job corps center, correctional facility, state authorized group home, or treatment center and submits a written referral from the facility director or authorized agent (e.g., probation officer); and is no longer enrolled in a regular high school program for credit.
- 2. Candidates with no previous high school enrollment are required to provide documentation from a chief education officer or the county superintendent of the county in which the candidate currently resides, documenting the candidate has not enrolled in school and has been advised of in-school and alternative education options.**