

THE NEW YORK STATE EDUCATION DEPARTMENT
 High School Equivalency (HSE) Office
 89 Washington Avenue, EBA 460
 Albany, New York 12234

Age Eligibility Form for High School Equivalency (HSE) Testing

Verification of age eligibility to test is required for all applicants under age 19, in accordance with Education Law and NYSED Regulations. Students must have met Maximum Compulsory School Attendance Age (MCSAA) prior to applying to test. A student reaches MCSAA when the school year in which the applicant turns 16 has ended (June 30th). Please note that school districts may opt to designate age 17 as the MCSAA, pursuant to NYS Education Law § 3502(3).

Instructions:

1. Complete Part A below.
2. Provide the form to the institution official to complete Part B and verify that the information is accurate. Please see the chart found here: <https://www.acces.nysed.gov/sites/acces/files/hse/age-eligibility-chart.pdf>
3. The completed form needs to be mailed to the NYSED HSE Office at the address listed at the top of the form.

At this time there is no fax, electronic mail, or other options to submit this form.

| Part A: Document Holder Information | | | |
|--|--|--|--------|
| First Name | Middle Initial | Last Name | Suffix |
| | | | |
| Date of Birth (mm/dd/yyyy) | Age | Email Address (print neatly and clearly) | |
| | | | |
| Required of all Applicants: GED ID* | *Anyone interested in taking the GED must register and set up a GED account. Please visit http://www.ged.com . However, a test taker under age 19 will not be able to schedule any GED subtests until the HSE Office receives and approves this completed Age Eligibility form. | | |
| _____ - ____ - _____ | | | |

| Part B: Age Eligibility and Additional Qualifications Required to Test To be completed by an Institution Official – Select the appropriate clause | |
|--|--|
| Candidate is at least 17 years of age, has reached MCSAA, and: | |
| | Has not attended a regular, full-time high school program of instruction within the preceding 12 months and had already met MCSAA before submitting this age eligibility form; or |
| | Would have been a member of a high school class that has already graduated; or |
| | Has been accepted into the U.S. Armed Forces; or |
| | Has been accepted into a college or post-secondary institution; or |
| | Resides in an addiction control center or rehab facility or county jail, prison, detention center or hospital, or is an adjudicated youth under direction of a court or a parole, probation or other law enforcement agency and the official having oversight within the program certifies a high school equivalency constitutes an essential part of the rehab; or |
| | Is home-schooled in accordance with Education Law and Commissioner’s Regulation; or |
| | Is foreign born and never attended K-12 school in the USA. Complete and submit an Application F |
| Candidate is at least 16 years of age, has reached MCSAA, and: | |
| | Has been accepted into the U.S. Armed Forces; or |
| | Has been accepted into college or another post-secondary institution; or |
| | Is home-schooled in accordance with Education Law and Commissioner’s Regulation; or |

| As the Institution Official, by signing below, I am attesting that the information provided above is accurate. | |
|---|-------------------------|
| Name of Institution: | Address of Institution: |
| | |
| Name: | Title: |
| | |
| Email (our office may contact you to clarify eligibility): | Phone Number: |
| | |
| Signature of official completing this section: | Date: |
| | |