



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. Approved forms 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 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.themlc.org/Online_Search_2.html) (http://www.themlc.org/Online_Search_2.html).

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 in the lower right corner.)

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 in the lower right corner. It is important that signatures be as 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 provide the information requested in the lower left corner and sign and date 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. The Age Waiver issued by the Minnesota Department of Education must be presented to Official Testing Center staff before the individual will be allowed to test.

Specific instructions on completing the Age Waiver Application Form are provided below.

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.

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

Signature, date and name of the agency must be filled in. 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, e-mail Jim Colwell at jim.colwell@state.mn.us or call 651-582-8437.



GED Testing
1500 Highway 36 West
Roseville, MN 55113-4266

**GENERAL EDUCATIONAL DEVELOPMENT
(GED) TESTS AGE WAIVER APPLICATION**

ED-00833-12

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 application and return it with the requested attachments, to the above address. 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 below. If not approved, the agency will be notified of the reasons. **Applicant is ineligible to test if still enrolled in high school.**

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): _____	Agency has verified applicant's age by (check one):		
Date Dropped from Attendance Rolls: _____ Month Date Year	<input type="checkbox"/> Drivers License <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Other (specify): _____		

AGENCY INFORMATION

Name of Agency/Institution			
Address	City	State	Zip Code
Name of Agency/Institution Responsible Authority	Title	Telephone Number () -	FAX Number () -

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. The applicant has been dropped from school rolls for more than one calendar year (12 months).
- 2. The applicant's high school class has graduated.
- 3. Employer has indicated in writing that successful completion of GED tests is required for employment or promotional opportunity (**attachment required**).
- 4. Postsecondary educational institution has indicated in writing that the applicant has applied for admission / financial aid **AND** has been accepted pending the successful completion of GED Diploma requirements (**attachment required**).
- 5. Military recruiter has indicated in writing that the applicant must successfully complete GED Diploma requirements in order to enlist in the Armed Forces (**attachment required**).
- 6. Adult Basic Education or other recognized educational, social service, or correctional agency has indicated in writing that successfully completing the GED tests is part of the applicant's individual education plan **AND** that the applicant has passed a minimum of three of the five official GED practice sub-tests with a standard score of 500 or higher (**attachment required**).

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.

Typed / Printed Parent/Guardian Name

Signature

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.

Signature - Responsible Authority

Date

Name of Agency / Institution

* Required if the applicant is under 18 years old.