



ILLINOIS HIGH SCHOOL EQUIVALENCY

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Illinois Community College Board

TOPICS

- HSE Testing Data
- HSE Pricing Updates
- Alternative Methods of Credentialing
- HSE Database Updates and CBCT Best Practices
- Housekeeping

High School Equivalency Testing Data

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GED® , HiSET® , and TASC™

FISCAL YEAR 2018

HSE Testing in Illinois: Fiscal Year 2018

Exam	Test Takers	Completers	Passers	IL Pass Rate	National Pass Rate
GED®	13,356	8,698	6,683	77%	79%
HiSET®	914	488	345	71%	N/A
TASC™	58	33	20	61%	N/A
Total	14,328	9,219	7,048	77%	N/A

FISCAL YEAR 2019 THUS FAR

HSE Testing in Illinois: Fiscal Year 2019 (Incomplete) *Data from 7/1/2018 – 4/12/2019*

Exam	Test Takers	Completers	Passers	IL Pass Rate	National Pass Rate
GED®	10,120	5,939	4,478	75%	77%
HiSET®	714	351	269	77%	N/A
TASC™	26	19	11	58%	N/A
Total	10,860	6,309	4,758	75%	N/A

- Compared to this time last year:
 - Overall testing volume is down (FY'18 in April at 11,477)
 - Pass rate is slightly higher (FY'18 in April at 74%)

COMPARING FISCAL YEARS

Total HSE Testing in Illinois: Fiscal Year Comparison

Year	Test Takers	Completers	Passers	IL Pass Rate	National Pass Rate (GED®)
FY'15 <i>GED® Only</i>	12,183	6,643	3,913	59%	63%
FY'16 <i>GED® Only</i>	14,637	9,705	7,643	79%	82%
FY'17	14,997	9,642	7,389	77%	79%
FY'18	14,328	9,219	7,048	77%	79%
FY'19* <i>*Incomplete; data through 4/12/19</i>	10,860	6,309	4,758	75%	77%

CALENDAR YEAR 2017

HSE Testing in Illinois: Calendar Year 2017

Exam	Test Takers	Completers	Passers	IL Pass Rate	National Pass Rate
GED®	14,149	9,048	6,909	76%	79%
HiSET®	573	279	208	75%	N/A
TASC™	56	36	22	61%	N/A
Total	14,778	9,363	7,139	76%	N/A

CALENDAR YEAR 2018

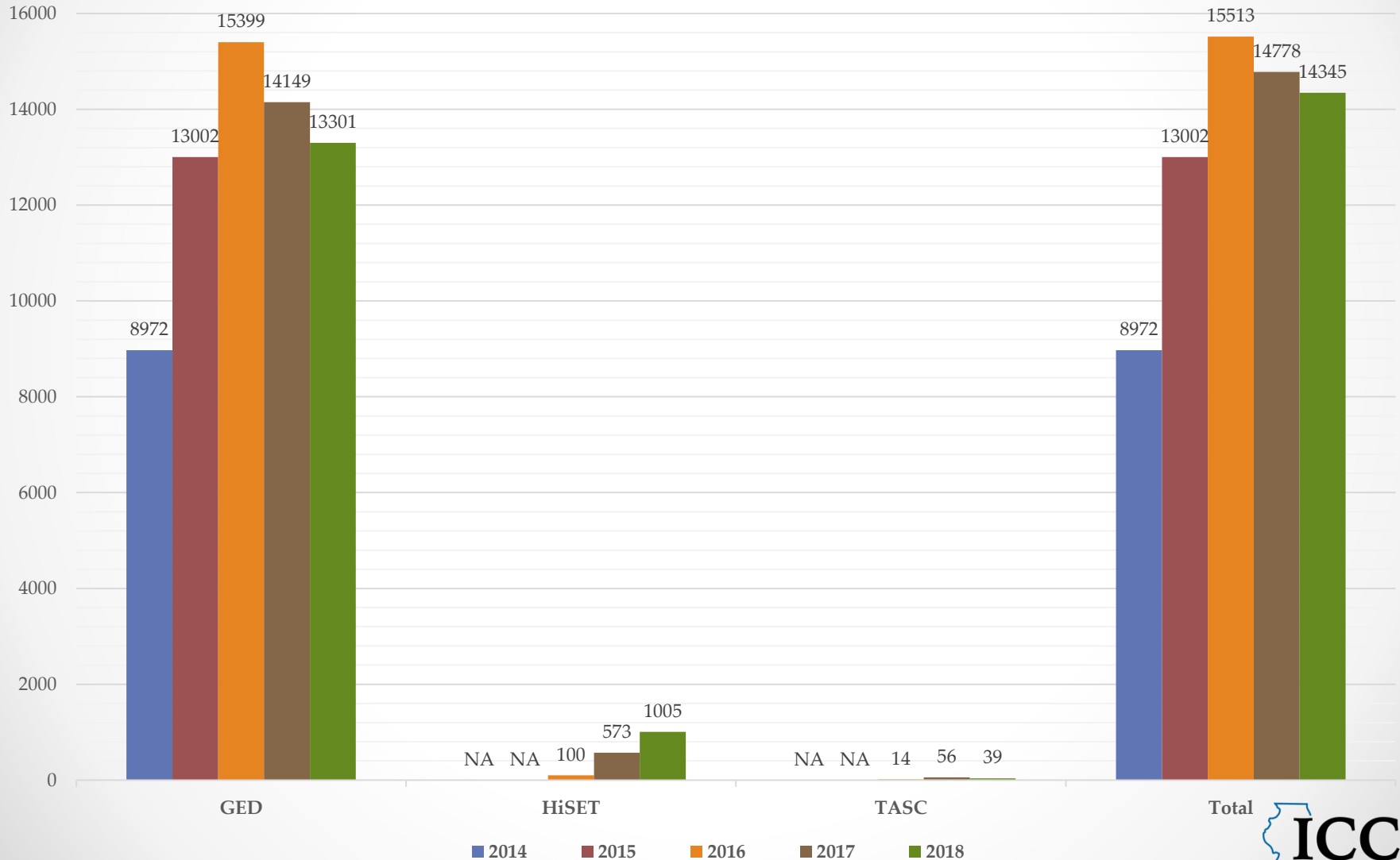
HSE Testing in Illinois: Calendar Year 2018

Exam	Test Takers	Completers	Passers	IL Pass Rate	National Pass Rate
GED®	13,301	8,662	6,760	78%	80%
HiSET®	1,005	533	390	73%	N/A
TASC™	39	28	20	71%	N/A
Total	14,345	9,223	7,170	78%	N/A

- Compared to CY 2017:
 - Overall testing volume is down
 - Pass rate is slightly higher, both in Illinois and nationally

TEST TAKER VOLUME: 2014-2018

Test Taker Volume By Calendar Year



High School Equivalency Testing Pricing

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Pricing Updates for Calendar Year 2019 and 2020

BACKGROUND

- HiSET® and TASC™ announced pricing changes for 2019 and 2020.
- GED® prices have not changed.
- Test center fees are set at \$40 for the battery, regardless of exam.
- HiSET® has implemented split pricing for PBT and CBT.
- TASC™ pricing is flat (no difference between PBT and CBT).
- Updated prices were approved by the ICCB on March 15, 2019 and signed into MOUs by our Executive Director on April 12, 2019.
- Pricing changes for CY 19 are effective immediately.
- Pricing changes for CY 20 are effective January 1, 2020.

PRICING CHANGES: HiSET® (CBT)

Computer Based HiSET® Test Prices

	Prior Cost	CY 2019	CY 2020
Vendor Fees	\$50	\$53.75	\$53.75
Test Center Fees	\$40	\$40	\$40
Total Battery Price	\$90	\$93.75	\$93.75

Computer Based HiSET® Retest Prices

	Prior Cost	CY 2019	CY 2020
Initial Retests	\$8	\$8	\$8
Two included with initial purchase. Cost includes test center fees only.			
Additional Retests	\$18	\$18.75	\$18.75

PRICING CHANGES: HiSET® (PBT)

Paper Based HiSET® Test Prices

	Prior Cost	CY 2019	CY 2020
Vendor Fees	\$50	\$75	\$75
Test Center Fees	\$40	\$40	\$40
Total Battery Price	\$90	\$115	\$115

Paper Based HiSET® Retest Prices

	Prior Cost	CY 2019	CY 2020
Initial Retests	\$8	\$8	\$8
Two included with initial purchase. Cost includes test center fees only.			
Additional Retests	\$18	\$23	\$23

PRICING CHANGES: HiSET®

HiSET® Official Practice Test

	Prior Cost	CY 2019	CY 2020
Paper-Based	\$10	\$10	\$10
Computer-Based	\$0	\$2	\$2

PRICING CHANGES: TASC™

TASC™ Test Prices

	Prior Cost	CY 2019	CY 2020
Vendor Fees	\$54	\$61	\$64
Test Center Fees	\$40	\$40	\$40
Total Battery Price	\$94	\$101	\$104

TASC™ Retest Prices

	Prior Cost	CY 2019	CY 2020
Initial Retests	\$8	\$8	\$8
Two included with initial purchase. Cost includes test center fees only.			
Additional Retests	\$18.80	\$20.20	\$20.80

PRICING CHANGES: TASC™

TASC™ Readiness Prices

	Prior Cost	CY 2019	CY 2020
Readiness Battery	\$12	\$15	\$16

PRICING COMPARISON CY19

Test Prices Calendar Year 2019

	GED®	HiSET® CBT	HiSET® PBT	TASC™
Vendor Fees	\$80	\$53.75	\$75	\$61
Test Center Fees	\$40	\$40	\$40	\$40
Total Battery Price	\$120	\$93.75	\$115	\$101

PRICING COMPARISON CY20

Test Prices Calendar Year 2020

	GED®	HiSET® CBT	HiSET® PBT	TASC™
Vendor Fees	\$80	\$53.75	\$75	\$64
Test Center Fees	\$40	\$40	\$40	\$40
Total Battery Price	\$120	\$93.75	\$115	\$104

Alternative Methods of Credentialing

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Transcript-Based Credentialing Options

BACKGROUND

- Alternative Methods of Credentialing allow candidates with a significant amount of high school or postsecondary education completed to potentially use those credits toward a high school equivalency credential
- ICCB staff began drafting policy for the three transcript-based Alternative Methods of Credentialing in 2017
- ICCB staff met with the Illinois Association of Regional Superintendents of Schools (IARSS) Student Services Committee several times in 2017-2018 to review policy drafts
- ICCB reviewed draft Alternative Methods of Credentialing policy during its June 1, 2018 board meeting
- These options are **live** as of January 7th, 2019

CREDIT REQUIREMENTS

- For completion of a transcript-based Alternative Method of Credentialing, candidates must provide documentation demonstrating completion of *at least* 18 courses (equivalent to one year of high school each) from:
 - A state-recognized and accredited public or private high school
 - A state-recognized and accredited two- or four-year public or private college
 - An accredited institution of higher learning within a foreign country
- Additional Requirements:
 - Completion of the U.S. and Illinois State Constitution Test (all options)
 - Demonstration of a scale score of 576 or higher (grade 9 equivalent) on the TABE 11/12 Reading exam (*exit requirement* for all options)

CREDIT REQUIREMENTS

- The 18 (or more) courses *must* include:
 - At least four (4) years of language arts
 - At least three (3) years of mathematics, which must include:
 - At least one (1) year of algebra
 - At least one (1) year of geometry
 - At least three (3) years of social studies, which must include:
 - At least one (1) year on the history of the United States
 - At least two (2) years of science
 - At least one (1) year of elective coursework, chosen from art, music, foreign language, or vocational education
 - At least one (1) semester of health
 - At least one course on consumer education
- All other credits required to meet the 18 course minimum may be filled with elective coursework in any subject area.

CREDIT REQUIREMENTS

- Candidates may fill their credit gaps using:
 - ICCB-funded Adult Education
 - An adult education course which grants three units of instruction shall be considered equivalent to one year of high school credit in a relevant subject area
 - Post-secondary credit
 - A post-secondary course which grants three semester credits shall be considered equivalent to one year of high school credit in a relevant subject area
 - High school equivalency exam section
 - A passing score on one subject area of a high school equivalency exam shall be considered equivalent to one year of high school credit in a relevant subject area
 - Candidates may use **no more than two** subject areas of a high school equivalency exam toward completion of their credit requirements
 - Candidates may use passing scores from pre-2014 Series GED® examinations toward completion of their credit requirements (*note: pre-2014 Series GED® and 2014 Series GED® scores still cannot be combined for completion of a traditional GED®*)
- Candidates will be required to return to their Regional Office of Education with transcripts from any adult education or post-secondary courses taken to fill credit gaps.
- High school equivalency exam records will be available on the candidate's ILHSE Database record under "Testing History" or "High Scores".

ELIGIBLE SCHOOLS

- Transcripts for an Alternative Method of Credentialing must come from a **state-recognized** and **accredited** institution.
- This means home schooled candidates are **not eligible** for a transcript-based Alternative Method of Credentialing.
- The only ISBE-recognized *online* high schools are the American School (Lansing, IL) and the Illinois Virtual School (Peoria ROE).
- Adult education coursework used for an Alternative Method of Credentialing must be completed at an *ICCB-funded adult education provider*, and the course title and description must be specific to the credit gap the candidate needs to fill.

ELIGIBILITY REQUIREMENTS

- Candidates cannot be currently enrolled, nor required to be enrolled, in a high school setting.
- Candidates cannot apply for this option if they have already completed a state-recognized high school diploma or high school equivalency option.
- Candidates must have completed at *least* **75 percent** (13.5 credit hours) of the minimum graduation requirements upon their initial transcript evaluation to begin an Alternative Method of Credentialing.

ELIGIBILITY: RESIDENCY

- Candidates must be an Illinois resident for at least 30 days prior to having their transcripts evaluated. If their current photo ID does not have an Illinois address, they must provide proof of residency.
- Acceptable proof of residency documents (identical to those accepted for HSE testing) are:
 - Wage and tax statements (IRS Form W2)
 - Illinois Auto Registration Card
 - Bank Statement
 - Canceled Check
 - Deed/Title, Mortgage, Rental/Lease Agreement
 - Insurance Policy (homeowner's or renter's)
 - Official Mail received from a State, County, City or Federal Government agency such as:
 - Homestead Exemption Receipt
 - Jury Duty Notice
 - Selective Service Card
 - Social Security Annual Statement
 - Social Security Disability Insurance Statement
 - Voter Registration Card
 - Pay Stub or Electronic Deposit Receipt
 - Pension or Retirement Statement
 - Utility Bill (electric, water, refuse, telephone land/cell, cable or gas)
 - Statement of Benefits from the Illinois Department of Employment Security or the Social Security Administration
 - Illinois Property Tax Bill
 - Illinois Temporary Visitor Driver's License (TVDL)
- Proof of residency documents must 1) **be in the candidate's name** and 2) **be dated at least 30 days prior to the date in which their transcripts are evaluated by the Regional Office of Education.**

ELIGIBILITY: AGE

- Candidates must meet the following age requirements:
 - Candidate must be at least 18.5 years of age *and* their high school class must be in the third quarter of senior year (12th grade) *or*
 - Candidate must be at least 17 years of age *and* their high school class must have already graduated
- Candidates who are 17 years of age must provide a withdrawal letter from the last school enrolled in at the time of their application:
 - Withdrawal letters must be on school letterhead and signed by a school official, and must include the candidate's full name, DOB, and formal withdrawal date
 - Withdrawal letters for an Alternative Method of Credentialing candidate must indicate that the candidate's high school class has already graduated
 - Transcripts will not be accepted as proof of withdrawal for this option
- The age requirement for a transcript-based Alternative Method of Credential *is higher* than the age requirements for HSE testing. This decision was made to discourage students from leaving high school early to have their high school transcripts evaluated. Students who are seventeen and whose high school class has *not* yet graduated are still eligible to take a high school equivalency exam, but are *not* eligible for an Alternative Method of Credentialing.

TRANSCRIPT EVALUATION

- Candidates who wish to use an Alternative Method of Credentialing for their HSE Certificate will need to approach the Regional Office of Education in their county of residence to have their transcript evaluated.
 - Regional Offices of Education may charge candidates a transcript evaluation fee of \$20.
 - Candidates with a foreign diploma must provide the ROE with a certified translation of their transcripts, if applicable.
- Regional Office of Education staff will ensure the candidate meets all eligibility requirements, including age and residency.
- Regional Office of Education staff will ensure the candidate meets the credit minimum of 13.5 required courses completed. If a candidate does not meet this credit minimum, they should be directed to another HSE option.
- Regional Office of Education staff will enter the completed course requirements into the Illinois High School Equivalency Database and inform the candidate what requirements still remain.

TRANSCRIPT EVALUATION

- **TABE testing:** Regional Offices of Education who do not offer TABE testing will direct candidates to an ICCB-funded adult education provider to complete the TABE 11/12 Reading requirement (minimum scale score of 576 or higher). This is an *exit requirement* for the HSE Credential (although candidates also engaging in AE services must follow placement procedures). Providers will need to give the candidate a copy of their scaled score for the TABE 11/12 Reading exam.
- **Constitution testing:** Candidates may take their U.S. and Illinois State Constitution Test at their Regional Office of Education or an ICCB-funded adult education provider.
- AE programs should not charge candidates for TABE 11/12 or the Constitution Test, as materials are purchased through your adult education grant funds.
- Once a candidate has completed additional requirements, they will return to their Regional Office of Education for an additional transcript evaluation. ROE staff will add any new course completions to the ILHSE Database.

CREDENTIALING

- Once the Regional Office of Education has verified the candidate has completed the 18 required courses, passed their U.S. and Illinois State Constitution Test, and scored a minimum scale score of 576 or higher (grade 9 equivalent) on the TABE 11/12 Reading exam, the candidate will be eligible for an Illinois High School Equivalency Certificate.
- Illinois High School Equivalency Certificates have a cost of \$10/copy. Official Illinois high school equivalency transcripts have a cost of \$10/copy.
- The Certificate issued for an alternative method of credentialing is identical to those issued for GED®/HiSET®/TASC™ testing.
- Official transcripts will indicate the HSE method the candidate completed, and the courses they were required to complete if an alternative method of credentialing was chosen.

SAMPLE TRANSCRIPT



OFFICIAL ILLINOIS HIGH SCHOOL EQUIVALENCY TRANSCRIPT

Issued By the State of Illinois as of 9/24/2018

Certified by the Regional Office of Education



CANDIDATE INFORMATION

LAST NAME Duck **FIRST NAME** Darkwing **MIDDLE**
ADDRESS 537 Avian Way **ADDRESS2**
CITY Chicago **STATE** IL **ZIP** 60601
COUNTY Cook **COUNTRY** United States
PHONE (217) 524-9788 **JURISDICTION** Cook County HSE Records Office
DATE OF BIRTH 01/01/2000 **ID NUMBER (Last 4)** 1180665

REGIONAL OFFICE OF EDUCATION

COUNTY NAME Cook County HSE Records Office
COUNTY IDENTIFICATION NO. 16
PHONE NO. (312) 814-4488
COUNTY ADDRESS 100 W Randolph St Ste 2-010
Chicago IL 60601

Results for Transcript-Based Alternative Methods of Credentialing

	ACHIEVED	DATE VALIDATED
Completion of at least 4 years of Language Arts	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 3 years of Mathematics, including 1 year of Algebra and 1 year of Geometry	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 3 years of Social Studies, including 1 year on the History of the United States	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 2 years of Science	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 1 year of Art, Music, Foreign Language or Vocational Education	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 1 semester of Health	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 1 course of Consumer Education	<input checked="" type="checkbox"/>	09/24/2018
Completion of at least 18 total credits	<input checked="" type="checkbox"/>	09/24/2018
Completion of an ICCB-approved Reading exam demonstrating a grade level of 9.0 or higher	<input checked="" type="checkbox"/>	09/24/2018

Best Constitution Result 09/24/2018

Certificate Eligibility 09/24/2018

For further information contact the Regional Office of Education referenced above.

ADULT EDUCATION ROLE

- Students in your adult education program may qualify for this new option if they have already completed a significant amount of high school or post secondary education. On intake to high school equivalency preparation programs, work with students to determine if they might qualify for participation in an alternative method of credentialing.
- Adult education courses will qualify to fill course gaps for alternative method of credentialing candidates if they are *specific to the credit/course a candidate is lacking*.
 - Three AE units of instruction will be considered equivalent to one year of a relevant subject area.
 - Multiple subject high school equivalency preparation classes are **not** eligible for use in filling subject-specific courses for an Alternative Method of Credentialing option.

ADULT EDUCATION ROLE

- Candidates who are completing an Alternative Method of Credentialing will be required to complete their U.S. and Illinois State Constitution Test through a Regional Office of Education or ICCB-funded adult education provider if the test was not completed in high school.
- If your program offers the Constitution Test to students or walk-in candidates, you may **not** charge for the exam.
- Candidates will be required to receive a minimum scale score of 576 or higher (grade 9 equivalent) on the TABE 11/12 Reading exam prior to completing their Alternative Method of Credentialing. Your adult education program is likely to receive HSE candidates needing to complete this requirement.
 - **Programs should use their traditional intake process and follow all test publisher guidelines when offering TABE 11/12 Reading.**
 - Be prepared to offer adult education services or transition services as appropriate.
 - Once a candidate has completed TABE 11/12 Reading, the program should provide the candidate with a copy of their scaled score report.
 - Programs should **not** charge for this exam, as materials are purchased using AE grant funds.

BEST PRACTICES

- **AE & Placement Testing Guidelines:** Adult education programs should follow their intake procedures and all test publisher guidelines when administering TABE 11/12 to Alternative Method of Credentialing candidates. Many of these candidates may need enrollment in adult education services to complete their Alternative Method of Credentialing HSE.
- **Link with your ROEs:** Candidates using the Alternative Method of Credentialing option **must** engage with the Regional Office of Education for their county of residence in order to have transcripts evaluated. Adult education programs should be prepared to refer HSE candidates who would like to complete a transcript-based Alternative Method of Credentialing to the ROE for their county.
- **HSE Testing Policies Do Apply:** Candidates filling credit gaps with one or two sections of an HSE exam must still meet testing requirements and follow all vendor policies at their testing site.
- **When in doubt, ask ICCB!**
 - **Contact Caitlyn Barnes by phone (217-524-9788) or email (Caitlyn.E.Barnes@Illinois.gov)**

IL High School Equivalency Database

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Updates and Best Practices

ILHSE DATABASE UPDATES

- **Extended hours!** The database is now available Monday to Friday from 8:30am to 8:30pm.
- **Please keep the 8:30pm closing time in mind when scheduling evening exams.** We recommend all students begin their CBCT exam by 7:00pm in order to be finished before the database closes.
- Technical support for the database is not available between 5:00pm-8:30pm. It may be beneficial to keep paper-based materials on site for evening hours, in case you experience technical difficulties while administering an exam.
- Paper-based materials must be ordered through Curriculum Publications Clearinghouse. Order forms for materials are available in your AE provider manual.

ILHSE DATABASE UPDATES

- The CBCT account creation process now contains Spanish language instructions for candidates.
 - On the “Start A Test” page, there is now an option to toggle between English and Español.
 - If the AE staff member or student selects “Español”, the student can log-in, complete registration, and begin their exam in Spanish.
 - The option to change a language during the registration process remains at the top of the page, in case it becomes necessary to return to English.
 - In order to make sure the **exam** is administered in Spanish, you will still need to select one of the Spanish language forms when attaching a test to the candidate’s account.
- The “Contact Us” page now includes instructions for requesting access to the ILHSE portal. These instructions, and relevant forms, are also available in your AE Provider Manual or on the ICCB website.

CBCT SUPPORT

- General technical support for the ILHSE database is offered by the Cook County HSE Records Office.
 - Email: CustomerService@CookCountyHSE.org
 - Phone: (312) 814-4488
- If a staff member is locked out of their account on the ILHSE database, they must coordinate with ICCB directly to reactivate the account.
 - The **staff member** should email Caitlyn.E.Barnes@Illinois.gov
 - Staff must be available to reactivate the account with ICCB on a short time frame, due to the database's automated script which runs each day at noon
 - The *best* practice? Avoid this entirely! Set a calendar reminder to log into the ILHSE database at least once every 60 days.
- If your program needs a new account created for the ILHSE database, or a new addendum testing site added, coordinate with ICCB.
 - Adding new access requires using the form available in your AE Provider Manual
 - The **Adult Education administrator** should email Caitlyn.E.Barnes@Illinois.gov the completed form

Housekeeping

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General HSE Information & Best Practices

GED MANAGER

- GED Manager access is available to staff at ICCB-funded adult education programs
- Forms are available in your Adult Education Provider Manual or on the ICCB website at the following locations:
 - AE manual fillable forms page: https://www.iccb.org/adult_ed/aefl-provider-manual/adult-education-and-literacy-fillable-forms/
 - HSE website for Administrators and ROEs: https://www.iccb.org/adult_ed/illinois-high-school-equivalency/administrators-and-roes/
- AE Administrators must approve access for their staff and are responsible for staff members' use of the information available through GED Manager
- Please remember to inform ICCB staff of changes in staffing!

BECOMING A TESTING SITE

- Your testing sites may apply to offer any combination of our three high school equivalency exams: GED®, HiSET®, and TASC™
- Forms are available in your Adult Education Provider Manual or on the ICCB website at the following locations:
 - AE manual fillable forms page: https://www.iccb.org/adult_ed/aefl-provider-manual/adult-education-and-literacy-fillable-forms/
 - HSE website for Administrators and ROEs: https://www.iccb.org/adult_ed/illinois-high-school-equivalency/administrators-and-roes/
- Applications are approved by the HSE State Administrator, Jennifer Foster

WITHDRAWAL DOCUMENTATION

- Withdrawal letters for underage test takers **must**:
 - Be on school letterhead
 - Be signed by a school official (principal, registrar, etc.)
 - Include the candidate's **full name** and **date of birth** (which must match the information on the HSE account)
 - Include the candidate's withdrawal date
- Transcripts are **not** acceptable as proof of withdrawal unless they include the formal withdrawal date and signature of a school official.
- Please remember HiSET test takers **must** provide their ETS ID.

WITHDRAWAL DOCUMENTATION

- If you are submitting withdrawal documentation on your students' behalf, please ensure the candidate has created an account on the HSE vendor's website.
- If candidates have more than one HSE account, ICCB staff clears the **oldest account** unless the preferred account information is provided with the withdrawal documentation.
- Withdrawal documentation submitted for 16 year-old candidates is held until the candidate has turned 17.
- Withdrawal documentation is not required for the candidate to take GED Ready. If you are having difficulty scheduling a 16 year-old candidate for a GED Ready exam, contact GEDTS at 1-877-392-6433.

WITHDRAWAL DOCUMENTATION

- Withdrawal letters should be emailed to ilhseiccb@iccb.state.il.us or faxed to 217-558-6700
- Candidates receive an email to the email address used on GED.com when their documentation has been processed
- AE staff are copied on this notification if the withdrawal documentation was submitted via email by program staff

Questions?

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Caitlyn Barnes

Caitlyn.E.Barnes@Illinois.gov

(217) 524-9788