

# FLORIDA DEPARTMENT OF EDUCATION



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**DPS:** 03-012

## MEMORANDUM

**TO:** District School Superintendents

**FROM:** Betty Coxe *BC*

**DATE:** August 8, 2002

**SUBJECT: GED EXIT OPTION MODEL 2002-2003  
PROCEDURE MANUAL AND APPLICATION FOR IMPLEMENTATION**

The American Council on Education (ACE) has authorized the Florida Department of Education (DOE) to continue the implementation of the GED Exit Option Model. This graduation option provides currently enrolled high school students who meet specific selection criteria the opportunity to take the General Educational Development (GED) Tests. If students pass the GED Tests and the High School Competency Test (HSCT) or Florida Comprehensive Assessment Test (FCAT), they are eligible to graduate receiving a standard diploma in addition to a State of Florida diploma. Students can only access this alternate graduation route through the GED Exit Option Model.

### **2002-2003 GED Exit Option Model Procedure Manual**

Please find enclosed the revised *GED Exit Option Model Procedure Manual for School Year 2002-2003*. Major revisions to the Procedure Manual include:

- GED Exit Option Model authorization forms
- Renewal and archival of GED Exit Option Model forms
- Accommodations and modifications for students with disabilities.

The purpose of the Procedure Manual is to assist school districts in implementing this model for students at risk of not graduating with their class or cohort group. In the past, only students participating in dropout prevention, teenage parent, or Department of Juvenile Justice Programs were eligible to use the GED Exit Option Model. Effective in the 2001-2002 school year, Florida was approved to expand the student eligibility criteria to include additional at-risk students, including students with disabilities and students designated as limited English proficient. The GED Exit Option Model is not a vehicle for early exit of at-risk students, and may only be exercised for those students whose class or cohort group with whom they entered kindergarten is graduating or has graduated.

During the 2001-2002 school year, 47 school districts were approved to implement the GED Exit Option Model. Evaluation data reported in the *Supplemental Academic Instruction Annual Report for 2001-2002* indicated that 77% of the students using this option passed the tests and were awarded a standard high school diploma.

### **2002-2003 GED Exit Option Model Application**

In order to ensure that Florida can continue to provide ACE with comprehensive data on Florida's implementation model and comply with required ACE assurances, school districts that wish to develop and implement the GED Exit Option Model in 2002-2003 must submit a new application to the Florida Department of Education, Dropout Prevention Office, 325 W. Gaines Street, 501 Turlington Building, Tallahassee, Florida 32399-0400, by **September 9, 2002**.

- Part A (District Application Form) must be returned to the Department of Education with all required signatures
- Part B (Site Application Form) must be completed by personnel at each school site and returned to the Department of Education with the District Application Form
- Part C (Site Self-Evaluation Checklist) must be completed by each school site and maintained at the district office
- Part D (Student Self-Evaluation Checklist) must be completed for each student using this exit strategy and maintained at each site.

Approval for 2002-2003 implementation will be based upon department staff review to determine completeness of the application and compliance with the requirements from ACE, and will be effective based on the date that the Department of Education receives Part A and Part B of the application. Upon approval by the department, *GED Exit Option Authorization Forms* will be mailed to the District GED Exit Option Model Contacts for test administration at each approved site. School districts may submit an amendment during the school year to add or delete school sites.

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We applaud your efforts in meeting the challenge of serving students at risk of dropping out of school prior to receiving a high school diploma and hope that this graduation option will provide an alternative strategy for more effectively meeting the needs of these students. Our staff is available to assist you with the application and implementation process.

If you have questions, need additional information, or would like an electronic version of the application form, please contact Michael Lisle at [Michael.Lisle@fldoe.org](mailto:Michael.Lisle@fldoe.org) or by telephone at 850/487-3510 or Suncom 277-3510.

This publication is available at <http://myfloridaeducation.com/commhome/pub-home.htm> on the DOE Internet site.

BC/mlf

Enclosures(2)

cc: Assistant Superintendents for Instruction  
Dropout Prevention Coordinators  
Adult Education Directors  
Directors of Exceptional Student Education  
Student Services Directors  
Juvenile Justice Contacts  
English for Speakers of Other Language Coordinators