

## High School Completion Frequently Asked Questions

- When should I apply?

It is recommended that you apply a month or more in advance of the quarter you plan to begin your classes. An application must be received, official transcripts evaluated, and placement test completed prior to your registration. If you apply late you may have to delay your start until the next quarter.

- How much will it cost?

If you are 19 years of age or older and a resident of Washington State, a tuition waiver is available for credit classes which apply to your HSC program. The cost is approximately+ \$12 per credit. See your counselor or advisor for more information about a tuition waiver.

You will pay full tuition for any courses that are not requirements for your diploma.

You are responsible for any additional technology, special service, or special fees that are paid by all SPSCC students. You will also be responsible for any class fee, supplies or textbooks.

If you are 18 or younger, passed the Reading, Writing and Math WASL, and a resident of Washington State, you pay full tuition at the same rate as other community college students. Call (360) 596-5246 for current tuition rates.

Tuition waivers may be revoked if satisfactory academic progress is not maintained.

- Can my high school completion classes at SPSCC count towards college or professional/technical degree credit?

Yes, if your English, reading and math skills are at a high enough level, your classes may count for both High School and College credit. College or technical class credit may be used to meet high school and college requirements. These credits may count for both your high school diploma and your college transfer or professional/technical degree.

- What is the difference between a GED and a high school diploma?

The GED exam is a series of five tests in the following subjects:  
Writing Skills, Social Studies, Science, Interpreting Literature, and Mathematics.

A high school diploma is granted only after all required high school credits and any other state requirements have been successfully completed.

You can talk to a Counselor or Educational Planner about the best choice for you.

- If I have a GED can I still obtain a high school diploma?

Yes. Contact a Counselor or Educational Planner.

- If I have a high school diploma may I take the GED?

No.

- What if I am home-schooled?

You must submit a notarized letter from the person who provided the instruction stating that you were home-schooled. Work completed through home-schooling does not meet high school diploma requirements. All credits applied toward a diploma must be earned from a recognized high school or other accredited institution. If under age 21 you must provide documentation of passing all sections of the WASL tests (Reading, English & Math) to participate in the HSC program.

- How does my age effect my participation?

If you are 19 or older there are no restrictions on your entrance to the high school completion program. If you are 16, 17 or 18 years of age you need a completed SPSCC High School Release form from your local high school, even if you did not attend classes at that high school.

**If you are not enrolled in a high school and under age 21 you must complete the following steps including proof of previously passing all sections of the WASL tests (Reading, English & Math) if you started high school after July 2004.**

A. If age 16, 17, or 18, submit a completed high school release form from the high school you would normally be attending. This is a South Puget Sound Community College form that high schools typically have or contact Student Support Services at 360-596-5261. A letter from school district personnel on official school stationery may be substituted for the release form. You must also complete the underage admission form obtained from Enrollment Services.

B. Complete a SPSCC application form. You may go to the college web site or contact Enrollment Services, (360) 596-5241.

C. Complete the Placement Test. (Note: consult with a counselor or educational planner about possible exemptions for testing). For more information and test scheduling call (360) 596-5241. There is a \$15 fee and picture identification is required for the reading, writing, and math skills assessment. See the SPSCC website at [www://spscc.ctc.edu—testing center](http://www://spscc.ctc.edu—testing center) for more information.

D. Submit official copies of all high school/college transcripts in a sealed envelope for evaluation. We would prefer that you hand carry your transcripts to your appointment (see step E below). Transcripts must be received in an unopened envelope sealed by the school where credit was earned.

E. Make an appointment with a counselor or educational planner to review your credits prior to the start of the quarter, call (360) 596-5261.

**If you are enrolled in high school and want to receive your diploma from that high school, complete the following steps.**

A. Submit a completed high school release form from your high school. SPSCC supplies these forms to most high schools in the area. This form **MUST** specify the classes you may take at SPSCC. You are responsible for providing proof that all prerequisites for classes have been met. This must be provided prior to registration. A release form must be completed each quarter that you register for classes that apply to your diploma unless an unconditional release is granted by the high

school.

B. Complete a SPSCC under age application for admission form. Contact Enrollment Services, (360) 596-5241. This form also needs to be done prior to enrolling every quarter at SPSCC, unless an unconditional release is granted by the high school.

C. Complete the SPSCC placement test. (Note: consult with a counselor or educational planner about possible exemptions for testing). For days and time for testing call (360) 596-5241. There is a \$15 fee and picture identification is required for the reading, writing, and math skills assessment. See the SPSCC website at [www://:spscc.ctc.edu](http://www.spscc.ctc.edu)—testing center for more information.

D. Meet with a Counselor or Educational Planner before registering. Call (360) 596-5261 to schedule an appointment.

Updated 1/24/08