

# Adult Education Programs Certification Statement

Instructions: Complete all sections and submit with other required documentation to your pupil accountant for inclusion in the state aid reporting packet.

**Local District:** \_\_\_\_\_ **School Year:** \_\_\_\_\_

## Adult Basic Education (ABE)

1. All ABE participants are administered an appropriate DLEG-approved assessment to determine that the participants then functioned below the ninth grade level in reading or math, or both, in which the participants received instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
2. All ABE participants are tested by the program every 90 hours of attendance for progress using an appropriate DLEG-approved assessment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
3. All ABE participants retained eligibility. Participants are no longer eligible once assessed at or above the ninth grade level competence, or fail to show progress on two successive DLEG-approved assessments after completing 450 hours of instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable

## English as a Second Language (ESL)

1. All ESL participants are administered an appropriate DLEG-approved assessment to determine that the participants then lacked basic English proficiency (as defined by DLEG).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
2. All ESL participants are tested by the program every 90 hours of attendance for progress using an appropriate DLEG-approved assessment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
3. All ESL participants retained eligibility. Participants are no longer eligible once assessed as having attained basic English proficiency (as defined by DLEG), or fail to show progress on two successive DLEG-approved assessments after completing 450 hours of instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable

## General Educational Development (GED)

1. All GED participants are administered an appropriate DLEG-approved assessment to determine that participant's potential for success on the GED (at or above the ninth grade level in reading or math).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
2. All GED participants are tested by the program every 90 hours of attendance for using an appropriate DLEG-approved assessment to determine readiness for the GED test.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
3. All GED participants retained eligibility. Participants are no longer eligible once passing the GED test, or fail to show progress on two successive DLEG-approved assessments used to determine readiness to take the GED test after completing 450 hours of instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable

# Adult Education Programs Certification Statement (cont.)

## High School Completion (HSC)

1. All HSC participants are administered an appropriate DLEG approved pre-test to determine program placement.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
2. All HSC participants retained eligibility. Participants are no longer eligible once earning the high school diploma, or fail to earn credit in two successive semesters or terms enrolled after having completed 900 hours of instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable

## Job or Employment Related (JER)

1. All JER participants are administered an appropriate DLEG approved pre-test to determine program placement.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
2. All JER participants are tested by the program every 90 hours for progress using an appropriate DLEG-approved assessment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
3. All JER participants retained eligibility. Participants are no longer eligible once achieving the requisite skills as determined by a DLEG-approved assessment, or fail to show progress on two successive DLEG-approved assessments after completing 450 hours of instruction.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
4. A referral letter from participants' employers or potential employers is on file for each post-grad under the age 20 enrolled in job training or remedial math or communication arts skills. In addition, we have determined that these participants are not attending institutions of higher learning.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable

**Signed:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** \_\_\_\_\_