

Age Waiver for General Educational Development (GED® Testing)

Everyone who takes the GED Battery in Minnesota must first [create an online account using the GED Testing Service's® website](#). Seventeen- and 18-year- olds in Minnesota must obtain an age waiver before they will be able to test.

Those under age 19 who [create an online GED account](#) will be directed to this document and form to apply for an age waiver. The age waiver process must be completed before the online account creation/registration can be completed. Once your age waiver application is sent and approved by GED staff at the Minnesota Department of Education (MDE), they will approve it on the GED Testing Service website but only if you have created an account there. You will then receive an email instructing you to continue with registration, scheduling, and payment on that site.

Note: If you began taking the 2014 GED® tests in another state, you will have to change your profile on the site to indicate your intention to test in Minnesota. Even if the other state didn't require an age waiver, if you are under the age of 19, you will need to obtain an age waiver to test in Minnesota.

Age waiver applicants must not be enrolled in high school and must meet at least ONE of the following six conditions to qualify for an age waiver:

1. You have been dropped from your school's attendance rolls for at least one full calendar year.
2. Your high school class has graduated.
3. An employer indicates on signed/dated letterhead that you must successfully complete the GED Battery to qualify for employment.
4. A postsecondary institution or financial aid office indicates on signed/dated letterhead that you 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 you must successfully complete the GED Battery to qualify for acceptance.
6. An Adult Basic Education (ABE) program or other recognized educational (includes home schools), social service, or correctional agency indicates that successful completion of the GED Test Battery is a part of your written individual learning plan, AND provides signed/dated documentation showing you have, under the supervision of a proctor, either:
 - a. Taken the RLA and Math subtests of the GED Ready® and scored at least 145 on RLA and at least 145 on Math; or,
 - b. Taken the TABE using only Form A and scored at least 650 on both the reading and mathematics subtests.

You are allowed to mix and match GED Ready and TABE Form A subtests. For example, you may submit a qualifying math score from GED Ready with a qualifying TABE Form A reading score.

Almost all Adult Basic Education (ABE) Programs in Minnesota provide proctoring for those seeking age waivers. Some may have other requirements or charge a fee. They may also be able to provide financial help to reduce the cost of the tests. To locate an ABE program in Minnesota, call 800-222-1990 or search the [Minnesota Literacy Council's website](#).

General Information about Completing the Age Waiver Application Process

Age waiver applicants must use the official General Educational Development (GED®) Tests Age Waiver Application form available at the end of this document. Instructions for completing it 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:

- Email a scanned copy to alice.smith@state.mn.us
- Mail to: GED Testing/MDE, 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.

Application Instructions:

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. It is not necessary to indicate more than one even if you qualify for more.
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.) Alternatively, if someone from an ABE program, other educational entity like a home school, social service agency, 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. It is important that names, numbers and signatures be legible in case the Department of Education's GED personnel need to contact a signer or listed school staff person.
5. If the applicant is under the age of 18, a parent or guardian must acknowledge the information provided by also signing and dating the form.
6. When an application has been approved by the Minnesota Department of Education's GED Testing Office, our staff will look for the applicant's account at the secure GED Testing Service site to approve it there. Approved account holders will be notified by email that they may continue with their registration, scheduling, payment, etc. The approval process can't be completed until the applicant creates an account. [Create an online GED account.](#)

Applicant Identification Information:

- **The applicant** should complete the first two lines (name, birth date, email, home address, city, state, ZIP code, and phone number).
- **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 and may sign and date the form.

Agency Information: This section can be completed entirely by the agency person. An agency is often an Adult Basic Education (ABE) Program but it could be the last school attended or the district office. An agency person is one who is in a position to verify your last date of attendance and last grade completed.

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: The name of the agency must be included. The responsible agency authority must sign and date the form. 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, contact [Brad Hasskamp](#) (651-582-8594).

GENERAL INFORMATION: State Board of Education Rules, part 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 GED Test on the basis of supportive evidence of special need provided by a recognized agency. Please refer to application instructions on page two.

APPLICANT IDENTIFICATION INFORMATION

Applicant Name (Last, First, Middle) Birth Date Email Address

Home Address (include city, state and ZIP code) Phone Number

Total Years of Formal Schooling Completed (last grade): _____ Date Dropped from Attendance Rolls: _____

Agency has verified applicant’s age by (check one):

- Driver’s License
- Birth Certificate
- Other (specify): _____

AGENCY/INSTITUTION INFORMATION

Name of Agency/Institution

Address of Agency/Institution (include city, state and ZIP code)

Name of Responsible Authority Title Phone 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. I am requesting an age waiver because (check one only):

- I have been dropped from my school’s attendance rolls for at least one full calendar year.
- My high school class has graduated.
- An employer indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for employment.
- A postsecondary institution or financial aid office indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for acceptance or to begin the financial aid process.
- The military indicated on signed/dated letterhead that I must successfully complete the GED Battery to qualify for acceptance.
- An Adult Basic Education (ABE) program or other recognized educational (includes home schools), social service, or correctional agency indicated that successful completion of the GED Test Battery is a part of my written individual learning plan, AND provided signed/dated documentation showing I have, under the supervision of a proctor, either:
 - Taken the RLA and Math subtests of the GED Ready® and scored at least 145 on RLA and at least 145 on Math; or,
 - Taken the TABE using only Form A and scored at least 650 on both the reading and mathematics subtests.

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 and 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.

Name of Agency/Institution Signature of Responsible Authority and Date