

Form B

New York State Education Department
 Student Support Services
 Room 318M Education Building
 Albany, NY 12234

Application For Variance Of Admission Requirements Alternative High School Equivalency Preparation Program (AHSEP)

SECTION I: Agency Information			
Name of School/District Currently Enrolled:		On day register?:	
		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Address:	City	State	Zip Code:
Contact Person's Name and email address:		Telephone Number:	
Student Name (please print):	Date of Birth:	Age:	Current Grade Designation:
Name of District/BOCES/Agency Operating AHSEP Program:		Home District Compulsory Age	
		<input type="checkbox"/> 16	or <input type="checkbox"/> 17

** Student must complete the school year in which they reach the compulsory age of education to be eligible for the AHSEP. A variance is not needed for students 18 or older. School year is from July 1, 2019 – June 30, 2020.*

SECTION II: Please complete for student who has been enrolled in grades 9-12 for one year or more.

- A. Enter number of credits required for graduation
- B. The number in "A" is automatically multiplied by .125
- C. Enter the number of complete years student has been in 9-12
- D. B x C results are calculated here
- E. Enter the total number of credits earned by the student
- F. D subtracted from E -calculated automatically (+, - or 0)

If the number on line II F is negative or zero, the student meets AHSEP admission requirements and no variance is required. If the number is positive, complete the rest of this form and submit it for approval.

SECTION III:

Does the student possess reading skills of at least a 9th grade level?

A. Yes No

Does the student possess math skills of at least a 9th grade level?

B. Yes No

If no is selected for either A and/or B, students shall not begin instruction that is specifically designed for the alternative testing preparation unless they can perform math and reading at a 9.0 grade level as determined by a standardized achievement test; students who are not performing at the 9.0 grade level should be referred to an intensive remedial instructional program.

C. Yes No Have academic intervention services been provided? If yes, please describe.

D. Yes No Have options for programs leading to a local high school diploma been explained to the student and the person in parental relation?

E. Indicate below why the variance is requested. Include any extenuating circumstances that have contributed to the student's lack of academic progress and explain why this is the best educational option for the student.

F. Yes No Has the student taken any Regents Examinations and passed?

If yes, you must submit a copy of the Attachment R in order for the variance to be approved. The attachment and instructions can be found at: <http://www.acces.nysed.gov/hse/attachment-r>.

I hereby request a variance to the eligibility requirements for this student for admission into the AHSEP program for the reasons indicated above.

Original Signature of Superintendent or Chief Administrative Officer

Date

Although I agree with this request, I understand that my son or daughter may return to school at any time before he or she becomes 21 years of age to pursue a local school diploma.

Original Signature of Parental Relation

Date

I wish to enroll in the AHSEP to prepare for completion of the Test Assessing Secondary Completion (TASC); I understand that if I am not performing math and reading at the 9.0 grade level, I will not receive instruction specifically designed for alternative testing preparation but will rather be referred to an intensive remedial instructional program.

Original Signature of Student

Date

Approved by:	Date:
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