ISAEP Must-Have Checklist

Required Documentation

**Please Note:* Documentation must be submitted to the Office of Adult Education and approval received prior to counselor scheduling enrollment testing. Send documentation to teri.barnett@acps.k12.va.us and cc: sahar.wiltshire@acps.k12.va.us*

- Government Issued Photo ID (Not an Alexandria City H.S. Student ID)
- IEP / 504 Records for Current Academic Year *(if applicable)*
- Up-to-Date Transcript
- Has Passed the 8th Grade Reading SOL Test Scores or RI Test Scores (Lexile Score of at least 970) or MAP Scores of 223
- Completed Program Referral by School Counselor
- Parent Meeting and Completed Parental Consent Form (if under the age of 18)

Fees for GED Testing

Payment for Official GED Exams ($36 per subject / $144 total)
(We accept Debit/Credit Card or Money Orders ONLY) - Students will **NOT** be charged for GED Ready™ Practice Exams.

Enrollment Testing

All potential ISAEP program students must take the GED Ready™ Practice Exams and score at least 125 in each subject to be eligible for the program. The four subjects will be broken up into two tests per day. Testing will take place on the following schedule:

When: **By Appointment ONLY (9:00 a.m. - 10:00 a.m.)**
Students must arrive within timeframe to test same day
Where: **1340 Braddock Place, 7th Floor, Alexandria, VA 22314**
Bring: **Government Issued Photo ID and Negative TB Test *(if applicable)***

Parent/Student Meeting

All potential ISAEP program students and parents must meet with Program Administrator, Teri Barnett, prior to starting the program. The meeting will be scheduled after all enrollment testing has been completed.