

**Instruction**

**CERTIFICATE OF PROFICIENCY/  
HIGH SCHOOL EQUIVALENCY**

**E[1] 6146.2**

**NOTICE AND CONSENT TO DISCONTINUE SCHOOL ATTENDANCE FOR  
STUDENTS WITH A CERTIFICATE OF PROFICIENCY**

Notice of Student Rights: Students who pass the California Proficiency Program and receive a Certificate of Proficiency issued by the State Board of Education may continue to attend school, but upon request will be exempted from compulsory school attendance pursuant to Education Code 48410. If the student is under 18 years of age, the student's parent/guardian must also provide approval in order for the student to discontinue school attendance.

If the student leaves school on the basis that the student received a Certificate of Proficiency, the student may later decide to re-enroll in the district with no adverse consequences if the student is under 18 years of age. However, the student may be required to meet new or additional requirements established since the student disenrolled. Additionally, if after re-enrolling the student then leaves school again, the student may be denied re-admittance until the beginning of the following semester.

For further information about leaving school after obtaining the Certificate of Proficiency, contact the principal or school guidance counselor.

Student's name: \_\_\_\_\_

School: \_\_\_\_\_

Date on which the Certificate of Proficiency was issued:

\_\_\_\_\_

To be completed by student: I understand the rights granted to students who are awarded the Certificate of Proficiency to disenroll from school, and to re-enroll if desired before the age of 18. I hereby notify the school district of my intent to disenroll from school.

Student's signature: \_\_\_\_\_ Date:

\_\_\_\_\_

To be completed by parent/guardian: I hereby grant consent for my minor child to disenroll from school.

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Parent/guardian's name (please print):

\_\_\_\_\_

Signature: \_\_\_\_\_

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

To be completed by school administrator: I hereby verify the parent/guardian's signature and date recorded above.

Name of school administrator (please print):

\_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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*Policy Reference Disclaimer:*

*These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

**State**

5 CCR 11520-11523  
5 CCR 11530-11532.5  
Ed. Code 48400-48403  
Ed. Code 48410  
Ed. Code 48412  
Ed. Code 48413  
Ed. Code 48414  
Ed. Code 51420-51427  
Ed. Code 52052

**Description**

[Proficiency examination and certificate](#)  
[High school equivalency certificate](#)  
[Compulsory continuation education](#)  
[Exemption from continuation education](#)  
[Certificate of proficiency](#)  
[Enrollment in continuation classes](#)  
[Reenrollment in district](#)  
[High school equivalency certificates](#)  
[Accountability; numerically significant student subgroups](#)

**Management Resources**

Website

**Description**

Website

Website

Website

Website

Website

[California Department of Education, California High School Equivalency FAQ](#)  
[CSBA District and County Office of Education Legal Services](#)  
[High School Equivalency Test](#)  
[General Educational Development Test](#)  
[California High School Proficiency Examination](#)  
[California Department of Education, High School Equivalency Tests](#)

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Website [\*California Department of Education, California Proficiency Program\*](#)

**Cross References**

| <b>Policy</b> | <b>Description</b>   |
|---------------|--|
| 4112.2        | <a href="#"><u>Certification</u></a>                         |
| 4112.2        | <a href="#"><u>Certification</u></a>                         |
| 5112.1        | <a href="#"><u>Exemptions From Attendance</u></a>            |
| 5112.1        | <a href="#"><u>Exemptions From Attendance</u></a>            |
| 5113.2        | <a href="#"><u>Work Permits</u></a>                          |
| 5113.2        | <a href="#"><u>Work Permits</u></a>                          |
| 5125          | <a href="#"><u>Student Records</u></a>                       |
| 5125          | <a href="#"><u>Student Records</u></a>                       |
| 5145.6        | <a href="#"><u>Parent/Guardian Notifications</u></a>         |
| 5145.6-E(1)   | <a href="#"><u>Parent/Guardian Notifications</u></a>         |
| 5147          | <a href="#"><u>Dropout Prevention</u></a>                    |
| 6146.1        | <a href="#"><u>High School Graduation Requirements</u></a>   |
| 6146.11       | <a href="#"><u>Alternative Credits Toward Graduation</u></a> |
| 6146.11       | <a href="#"><u>Alternative Credits Toward Graduation</u></a> |
| 6146.3        | <a href="#"><u>Reciprocity Of Academic Credit</u></a>        |
| 6146.3        | <a href="#"><u>Reciprocity Of Academic Credit</u></a>        |
| 6164.2        | <a href="#"><u>Guidance/ Counseling Services</u></a>         |
| 6178          | <a href="#"><u>Career Technical Education</u></a>            |
| 6178          | <a href="#"><u>Career Technical Education</u></a>            |
| 6184          | <a href="#"><u>Continuation Education</u></a>                |
| 6184          | <a href="#"><u>Continuation Education</u></a>                |
| 6200          | <a href="#"><u>Adult Education</u></a>                       |
| 6200          | <a href="#"><u>Adult Education</u></a>                       |

**Exhibit [1]**  
**Approved:** 03/26/2026

**PASADENA UNIFIED SCHOOL DISTRICT**  
Pasadena, California