ST. CHARLES PARISH PUBLIC SCHOOLS

2026-2027

HiSET PATHWAY HANDBOOK FOR STUDENTS, PARENTS, AND GUARDIANS

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Purpose of the HiSET Pathway:

To provide students an opportunity to earn a state-issued high school equivalency diploma.

- The HiSET Pathway provides an alternate path for our over-aged and under-credited students to earn a high school equivalency diploma.
- A high school equivalency diploma can be used to join the workforce, enroll in a 2-year college, begin a career in the military, or begin a job training program.

To achieve success in the HiSET Pathway students must complete computer based assignments independently and have a strong attendance record. A realistic timeline for a student who is actively working to complete his/her HiSET Diploma is 6 months to a year.

What's on the HiSET Exam?

The HiSET Exam consists of five (5) different subtests

Section	Time Limit	Test Format	Description
Reading	65 minutes 80 minutes for the Spanish version	50 Multiple Choice Questions	■ This section measures your ability to understand, interpret and analyze a broad range of literary and informational texts. ■ The selected texts range in length from approximately 400 to 600 words.
Writing	120 minutes	60 Multiple Choice Questions and 1 Essay Prompt	■ This section measures your skill in recognizing and producing standard American English. ■ The multiple-choice section questions measure your ability to edit and revise written text. ■ The essay measures your ability to generate and organize ideas in writing.
Science	80 minutes	60 Multiple Choice Questions	■ This section measures your ability to use science content knowledge, apply principles of scientific inquiry, and interpret and evaluate scientific information. ■ Graphs, tables, and charts are used to present information and results.
Math	90 minutes	55 Multiple Choice Questions	■ This section measures mathematical knowledge and competencies. ■ Questions are presented as practical problems and are solved by numerical operations, measurement, estimation, data interpretation, and logical thinking. ■ Some questions test abstract concepts such as algebraic patterns and probability. ■ You may use a calculator for this section.
Social Studies	70 minutes	60 Multiple Choice Questions	■ This section measures your ability to analyze and evaluate information from a variety of content areas such as history, political science, psychology, sociology, anthropology, geography, and economics. ■ Primary documents, posters, cartoons, timelines, maps, graphs, tables, charts, and reading passages are used in questions.

More detailed information about the HiSET Exam can be found at https://HiSET.ets.org/about/content/

The high school campus does NOT qualify as an Adult Education Center. Regardless of the student's age, all high school students must follow the HiSET Pathway guidelines set forth by the St. Charles Parish Public School System to solidify the integrity of the program and support the environment of a high school campus.

What score does a student need to pass the HiSET Exam?

- Score at least an 8 out of 20 on each of the 5 subtests.
- Earn at least a 2 out of 6 on the Essay portion of the Writing subtest.
- Achieve a total score of at least 45 out of a possible 100 points on all five HiSET subtests.

What curriculum do students use to prepare for the HiSET Exam?

The HiSET Pathway utilizes ***Essential Education*** to prepare students for the HiSET Exam. Essential Education relies on an adaptive learning system to create a personal learning plan for each student. Learn more at https://www.essentialed.com/students/hiset-academy

Where do HiSET Pathway students complete their assignments?

The HiSET Pathway is housed at the Eual J. Landry, Sr. Educational Programs Center.
Eual J. Landry, Sr. Educational Programs Center
108 Tiger Circle, Hahnville, LA 70057
985-783-6636

What students are eligible to enroll in the HiSET Pathway?

St. Charles Parish students must meet the following criteria to be eligible for the HiSET Pathway:

1. The student must have attained 17 years of age or turn 17 years of age during their first semester enrolled in the HiSET Pathway.
2. The student must have (or be eligible to get) valid state or government-issued identification
   - Driver's License, State Identification Card, Passport, Military ID, etc.
   - Other forms of government-issued identification that show name, address, date of birth, signature and photograph.
   - Outdated or Expired Identification will not be accepted.
   - **The Official HiSET Exam is not administered by St. Charles Parish Public Schools. Students will need to present valid identification to HISET Exam administrators on the day of testing.**

Are students identified as English Language Learners (ELL) eligible for the HiSET Pathway?

Yes, students receiving ELL services are eligible for the HiSET Pathway.

Is the HiSET Exam available in Spanish?

Yes, a Spanish version of the HiSET is available for testing.

Are 1508 (IEP) and 504 (IAP) students eligible for the HiSET Pathway?

Yes, students receiving Special Education services (Academic support, Speech, OHI, etc.), or IAP 504 services can enroll in the HiSET Pathway and will continue to receive Special Education services while enrolled in the program.

Does the HiSET provide accommodations for the HiSET Exam?

Students must have received accommodations as a part of their IEP or 504 accommodations plan prior to HiSET testing. The HiSET Pathway teacher must request these accommodations prior to scheduling the HiSET Exam appointment.

Are Gifted/Talented Students eligible for the HiSET Pathway?

When choosing the HiSET Pathway, Gifted and Talented students and parents are deciding to focus on earning a high school equivalency diploma as quickly as possible. An IEP team meeting will need to be convened to determine program services.

Are students completing coursework at Landry Alternative Center under expulsion eligible for the HiSET Pathway?

Students attending classes at Landry under expulsion mandated by Child Welfare and Attendance may be admitted into the HiSET Pathway under the following conditions:

- The **Director of Child Welfare and Attendance**, and the **high school (DHS/HHS) principal** must determine if admission is in order.
- Because of the student's expulsion status, he/she must continue to follow the same procedures and expectations as all other expelled students. These procedures and expectations include but are not limited to:
  - The student must continue to ride the long-term bus transportation provided.
  - The student must not bring his/her cell phone or any other prohibited items to school.
  - The student will not have the same freedom to move around the campus as the other HiSET students. He/she will continue to be monitored and escorted.
  - The student will continue with the daily search procedures established for students attending Landry under expulsion.
  - The student will continue to have the long-term student lunch period.
  - The student will continue to participate in the drug testing program.
  - The student will continue to be housed in the long-term classroom. At scheduled times, the student will be escorted to the HiSET program for instruction and assignments. The student will be escorted back to the long-term classroom to complete assignments.

Students attending Landry Alternative Center who are admitted to the HiSET Program do so under indefinite probation. The student may be immediately dismissed from the program, at the discretion of the Landry Educational Programs administrator, as a result of repeated violation of Landry rules, continued disruption of the learning environment, or refusal to complete assignments.

Is the HiSET Exam criteria the same for all testers?

HiSET Exam requirements for community members enrolled in Adult Education Centers are determined by ETS and the state of Louisiana. Go to https://HiSET.ets.org/requirements/state/la for more information.

When can students enroll in the HiSET Pathway?

Students can discuss the HiSET Pathway with their counselor at any time.
The following months are when students will be considered for HiSET?

- August (BOY -accepted the previous May)
- October (midterm)
- December (to start in January)
- March (midterm)
- May (to start the next August)

Can a student return to his/her credit based Diploma pathway after starting on the HiSET Pathway?

Students must remain in the HiSET Pathway for the remainder of the academic year.

How do students qualify to attempt the HiSET Exam?

HiSET Exam regulations for students still enrolled in high school require HiSET Pathway students to earn a score of “Prepared" or "Well-prepared” on the HiSET Official Practice Test (OPT) ***BEFORE*** the student can register to take the Official HiSET Exam at an approved testing center.

A realistic timeline for a student who is actively working to complete his/her HiSET Diploma is 6 months to a year.

- HiSET Exam rules limit a student to three (6) attempts on each HiSET subtest per calendar year (January through December).

What are the requirements and steps to take the HiSET Official Practice Test?

1. The student and HiSET Pathway teacher select one or two subjects to begin instruction. The student completes assignments in these subjects until they have mastered the content.
   - The teacher may incorporate additional instructional activities to supplement the Essential Education assignments as necessary.
2. When the student demonstrates mastery of a subject area in Essential Education by consistently performing well on assignments and practice assessments, the teacher administers the HiSET Official Practice Test (OPT) for the subject area in which the student has demonstrated mastery. The student must earn a score of "Prepared" or "Well Prepared" on the Official Practice Test according to the HiSET Exam testing criteria in order to be eligible to take the HiSET Exam in that subject area.

HiSET Exam regulations require HiSET Pathway students to earn a score of "Prepared" or "Well-prepared" on the HiSET Official Practice Test (OPT) for each subtest they plan to take before they can register to take the Official HiSET Exam. Documentation must be provided when the student is registered and the teacher must sign to indicate the information is accurate.

Are there any fees for the HiSET Pathway?

The school/district does not assess any fees for HiSET Pathway courses.
Educational Field Trips may be offered to HiSET Pathway students. Students deciding to attend an Educational Field Trip may be charged a fee to cover the cost of the trip.

Who pays the registration fee for the Official HiSET Exam?

All testing fees are paid by the Landry Educational Programs Center.

The student must pay all fees if they fail to report for testing without providing notification.

Students must notify the HiSET Pathway teacher 24 hours before the scheduled test time if he/she becomes ill or has another emergency that prevents them from testing.

- The HiSET Pathway teacher will report the missed exam/or exams to the HiSET Pathway administrator at Landry Educational Programs Center.
- The student is not scheduled for any more HiSET subtest until the fee is paid.

Do students enrolled in the HiSET Pathway earn Carnegie credit for HiSET Prep courses?

No, students working to earn a high school equivalency diploma do NOT earn Carnegie credit towards a high school diploma for HiSET Prep courses.

Will students receive Report Card grades for HiSET Prep courses?

No, students do NOT receive report card grades.
The HiSET Pathway teacher is expected to document ongoing communication with the student and his/her parents/guardians. At the midpoint AND end of each nine-week grading period, the HiSET Pathway teacher must mail/email a progress report to the parent/guardian.

How are HiSET Pathway students monitored and supported?

School-Based HiSET Pathway Team members participate in quarterly team meetings to review relevant data and revise the interventions provided to HiSET Pathway students as necessary.

What types of data do the HiSET Pathway Team(s) review?

The HiSET Pathway PLC reviews the following student specific data

- Student specific Essential Education progress report (new data daily)
- Official Practice Test results (new data every two weeks.)
- Attendance reports
- Discipline reports
- Review of strategies and interventions implemented

- Additional student specific data sources may be utilized depending on student needs.

What are the HiSET Pathway attendance expectations?
Students enrolled in the HiSET Pathway are expected to attend school and actively work towards preparing for the HiSET Exam each day. HiSET Pathway students are held to the same attendance expectations as all other students.

Do HiSET students participate in LEAP retesting?
Students are expected to participate in all LEAP retesting opportunities while enrolled in HiSET.

Are HiSET Pathway students eligible to participate in the after school tutoring program (DHS: TLC; HHS: HELP)?
No, HiSET Pathway students are NOT eligible to participate in the after school tutoring program at their home-based school.

- Additional tutoring may be provided at Eual J. Landry, Sr. Educational Programs Center as needed.

Are HiSET Pathway students eligible to participate in sports or clubs?
HiSET Pathway students are NOT eligible to participate in athletics or other organizations with district, state, or national enrollment, Carnegie credit, or Grade Point Average (GPA) requirements.

HiSET Pathway students are encouraged to participate in school based clubs and activities.

Are HiSET Pathway students able to continue preparing for the HiSET Exam over the summer?
HiSET Pathway students may attend Summer School to complete Essential Education assignments. Attending Summer School provides HiSET Pathway students access to content area teachers who can help students understand difficult content and progress through their assignments.

- HiSET Pathway students planning to attend Summer School must register during Summer School registration along with all other students.
- HiSET Pathway students using the Essential Education curriculum will be charged the one credit Summer School tuition fee.

HiSET Pathway students who complete their Essential Education prescription over the summer must contact administration at the Eual J. Landry, Sr. Educational Programs Center to determine next steps.

How is the grade level for HiSET Pathway students determined?

1. The student's grade level in PowerSchool is NOT changed. Bulletin 741 requires the Power School grade level classification be determined in the same manner as it is determined for all other students.
2. The school-based HiSET Pathway administrator ensures the student is issued an ID that has a blank space where the grade level normally appears.

Are HiSET Pathway students eligible to attend Senior level and/or Prom events (Senior Breakfast, Senior Picnic, Senior Pictures, etc.)
HiSET Pathway students who have passed three (3) of the five (5) parts of the HiSET Exam components are eligible to participate in Senior level and/or Prom events.

Are HiSET Pathway students eligible to participate in the graduation ceremony?
Students passing all five (5) parts of the Official HiSET Exam are eligible to participate in the graduation ceremony.

- HiSET Pathway students must have received a passing score for all five (5) parts of the HiSET Exam by the last day of school for Seniors in order to participate in the upcoming graduation ceremony.

What happens when a student passes all 5 parts of the HiSET Exam?
Students are expected to attend school each day until the official HiSET Comprehensive Score Report confirming the student's passing status has been received by the HiSET Pathway teacher.

When a student has passed all five (5) subtests of the HiSET Exam and met the minimum score requirement, he/she has earned his/her high school equivalency diploma.

What happens when the official high school equivalency diploma arrives?
The high school equivalency diploma is mailed to Landry Educational Programs Center. The HiSET teacher/Landry administrator contacts the student and arranges for the student to pick up his/her official documents.

Crisis Intervention & Use of Physical Restraint and Seclusion
In compliance with Act 479, each school handbook must include information regarding our Crisis Intervention and Use of Physical Restraint and Seclusion protocol.

St. Charles Parish Public Schools complies with Louisiana's Act 479 (2025) and Bulletin 1706, Sections 540–543, to prioritize student safety and promote positive behavioral development. Each school's guidelines for crisis intervention—including the appropriate use of seclusion and physical restraint—are outlined in this addendum to the student handbook.

Crisis Intervention
The goal of crisis intervention is to prevent and minimize behavioral incidents through proactive strategies.

Prevention: Staff ensure students' basic needs are met in organized, predictable environments. Staff provide engaging activities, meaningful choices, and supportive relationships.

Minimization: Staff learn each student's triggers and early warning signs (body language, tone, engagement) to respond before behavior escalates.

De-escalation Techniques: Staff use the following techniques to prevent a student from moving to the crisis level:

- Stay calm, respectful, and professional.
- Maintain personal space and non-threatening body language.
- Redirect or ignore minor, undesired behavior.
- Offer clear choices, reasonable limits, and allow students to express feelings verbally.
- Focus on calming the student and maintaining dignity, not immediate compliance.

Physical Restraint & Seclusion
Every effort should be made by staff to prevent the need for using seclusion or restraint techniques. Environments should be structured and focused on positive interventions and supports to greatly reduce, and in many cases eliminate, the need to use seclusion or restraint. Physical restraint and seclusion should only be used as a last resort when a student poses an imminent risk of harm to self or others.

Physical Restraint
Physical Restraint should only be used when a student's behavior presents a threat of imminent danger of serious physical harm to self or others, and only as a last resort to protect the safety of self or others.

Seclusion
Seclusion should only be used as a last resort, if and when less restrictive crisis intervention techniques such as positive behavioral supports, constructive and non-physical de-escalation, and

restructuring of a student's environment have failed to stop a student's actions that pose an imminent risk of harm to self or others.

Guidelines and Procedures for Crisis Intervention and Implementing Seclusion/Restraint Techniques can be accessed on the District's website at WeAreSCPPS.org