



IMPORTANT: PLEASE READ BEFORE SUBMITTING APPLICATION

- 1. Applicant must complete **twenty-five (25) specific college credits** as follows:

Subject Area	Credits
English Arts	6
Mathematics	6
Social Studies	3
Science	4
Computer (CIS)	3
College/Career Planning	3

- 2. All college credits must be at least at the **100-college level**.
- 3. All college credits must have a passing **grade letter of C or above**.
- 4. All college credits must be earned at, accepted at, and/or validated by an Arizona accredited public community college and/or state university. A list of eligible post-secondary institutions can be found at: <https://cms.azed.gov/home/GetDocumentFile?id=5a846d943217e1105cc4bb31>.
- 5. Any person wishing to obtain the Arizona high school equivalency diploma through the College Credit Pathway must pass the Arizona Civics Test prior to submitting any documentation to the Arizona Department of Education (per A.R.S. §15-701.01). More information on how to register for the Arizona Civics Test can be found at: <http://www.azed.gov/adultedservices/hse/>.
 - Applicants who passed the Arizona Civics Test while enrolled in High School (starting school year 2016-2017) must also submit an official transcript, in a sealed envelope, from the educational institution where they passed the test to the address listed in number 7 of these instructions.
- 6. Applicant is responsible for requesting an Official Transcript from all eligible post-secondary institutions to be submitted to the Arizona Department of Education; applicant is also responsible for any fees associated with such requests.
- 7. To be deemed valid, Official Transcripts must be mailed in a sealed envelope directly by the eligible post-secondary institution to the Arizona Department of Education to the following address (no exceptions allowed):

Arizona Department of Education
 Adult Education Services, Bin #26
 College Credit Pathway - Transcripts
 1535 W Jefferson Street
 Phoenix, AZ 85007
- 8. This application will be processed within 1 to 3 weeks of receiving the official transcript from an eligible post-secondary institution.
- 9. Upon validation of the Official Transcript/s, applicant will be required to submit an applicable fee of \$20.00 to finalize the application process. The only forms of payment accepted are Money Orders or Business Checks. No personal checks.
- 10. A valid e-mail address is required for contact purposes.
- 11. For questions regarding the AZHSE Diploma College Credit Pathway:

Phone: (602) 258-2410, option #2, Monday through Friday, from 8:00 am to 5:00 pm
 E-mail: AdultEd@azed.gov
 Website: www.azed.gov/adultedservices/



Application for Arizona High School Equivalency Diploma: College Credit Pathway

Instructions

- Clearly and completely fill out Section 1 and Section 2.
- Sign and date this application.
- Mail the completed form to: Arizona Department of Education
Adult Education Services, Bin #26
College Credit Pathway - Application
1535 W Jefferson Street
Phoenix, AZ 85007

Section 1-Applicant Information

1. Current Legal Name (First, Middle, Last, Suffix) (REQUIRED)		2. Date of Birth (m/d/yyyy) - REQUIRED / /	
3. Current Mailing Address, City, State, Zip Code (REQUIRED)		4. Last 4 digits of SSN *** - ** -	
5. E-Mail Address (REQUIRED)		6. Current Phone Number (10 digits)	
7. Gender	8. Race	9. Hispanic/Latino Yes No	
10. Name on Transcript-Required if different from above (First, Middle, Last)		11. GED ID – (Civics Test Verification)	

Check if passed AZ Civics Test while in High School and will submit Official High School Transcript as proof.

Section 2-Applicant Education History

Public Arizona University/Community College Attended (REQUIRED)	
Dates Attended (mm/yyyy) (REQUIRED) From / to /	Number of Credits Earned (REQUIRED)

Please fill-out below **ONLY IF** Official Transcripts from more than one University or Community College is being submitted (use a separate sheet of paper if listing more than 3 institutions)

1 - Additional Arizona University/Community College	
Public Arizona University/Community College Attended (REQUIRED)	
Dates Attended (mm/yyyy) (REQUIRED) From / to /	Number of Credits Earned (REQUIRED)
2 - Additional University/Community College	
Public Arizona University/Community College Attended (REQUIRED)	
Dates Attended (mm/yyyy) (REQUIRED) From / to /	Number of Credits Earned (REQUIRED)
3 - Additional University/Community College	
Public Arizona University/Community College Attended (REQUIRED)	
Dates Attended (mm/yyyy) (REQUIRED) From / to /	Number of Credits Earned (REQUIRED)

Applicant Certification: "I hereby certify that all information provided in this application is completely true".	
Applicant Signature _____	Date _____