

April 29, 2013

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 12-52
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER ACADEMIC MANAGERS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ROBERT W. PITULEJ
Acting National Director
Office of Job Corps

SUBJECT: High School Equivalency Test Webinar Offerings in May

1. Purpose. To announce a series of Job Corps webinars in May 2013 focused on test features of three high school equivalency assessments that will be used in states throughout the country beginning in January, 2014. The three webinars will provide the Job Corps community with additional guidance and understanding for making the transition from the 2002 General Education Development (GED) assessment to the new high school equivalency exams.

2. Background. Job Corps centers were provided with information on the 2014 GED assessment and emerging alternative assessments in Job Corps Information Notice No. 12-12, released April 8, 2013. State agencies are actively soliciting and choosing assessments for high school equivalency which will begin in January, 2014. Job Corps centers are encouraged to monitor developments for selection of high school equivalency assessments in the states they are located or where they currently send students for GED testing.

Two alternative assessments, the Test Assessing Secondary Completion (TASC) from CTB/McGraw-Hill and HiSET (High School Equivalency Test) from ETS/ITP, will be ready for release January 2, 2014 when the 2014 GED is available. New York State has already adopted the TASC, and Montana and New Hampshire have decided to use the HiSET in lieu of the 2014 GED.

3. Job Corps' Preparation for the Transition to New High School Equivalency Assessments

The Office of Job Corps will offer six webinars throughout May to support centers and operators in preparing for new high school equivalency assessments.

Informational webinars on each of the three high school equivalency tests (2014 GED, TASC, and HiSET) and recommended resources will be conducted jointly by the Office of Job

Corps and the test publishers. There will be two 75-minute webinars on each of 3 days as shown in the schedule below.

- Thursday, May 9, 2013: HiSET, Amy Riker, ETS
9:00 a.m. – 10:15 a.m. (Central)
12:00 p.m. – 1:15 p.m. (Central)
- Thursday, May 16, 2013: 2014 GED, Daphne Atkinson and Brian Smith, GED Testing Service
9:00 a.m. – 10:15 a.m. (Central)
12:00 p.m. – 1:15 p.m. (Central)
- Thursday, May 30, 2013: TASC, Mike Johnson, CTB/McGraw-Hill
12:00 p.m. – 1:15 p.m. (Central)
2:00 p.m. – 3:15 p.m. (Central)

Webinar sign-up will be available beginning May 6, 2013. The format for each webinar will be similar. It is anticipated that each webinar will provide the following information:

- 10 minutes: Welcome, introductions and overview of anticipated high school equivalency changes presented by John Chowning Office of Job Corps;
- 40 minutes: Vendor presentation to inform participants on the:
 - Test background;
 - Format of the assessment;
 - Content being assessed;
 - Alignment with Common Core Standards;
 - Logistics regarding registration, scheduling, costs, and more; and
 - Support Resources.
- 20 minutes: Question-and-answer session with participants.
- 5 minutes: Wrap up, link to Job Corps technical assistance website, *High School Equivalency (HSE) Tests*, and discussion of next steps.

Center academic managers, GED instructors and center operator representatives are encouraged to participate. Center staff members should sign up for the webinars featuring the assessments to be given in the states where their centers are located, or in the states where the centers sends students for testing. If possible, center staff members are also encouraged to attend webinars featuring other assessments. This is important as many states have not yet selected an assessment for 2014, and centers should be familiar with all three.

For additional specific information on each of the high school equivalency assessments, centers should monitor the following websites of test publishers:

- GED 2014 Test (ACE/Pearson)
<http://www.gedtestingservice.com/educators/new-assessment>
- TASC (CTB/McGraw-Hill)
www.ctb.com/TASC
- HiSET (EST/Iowa Test Provider)
<http://hiset.ets.org/>

4. Action. Center and operator personnel interested in attending one or more webinars should register on the Event Registration page of the JC Web using your Citrix credentials at <http://jweb.jobcorps.org/EventBoard/EventList.aspx>.

- To register for an event, click the title link for the event you wish to register (all links are underlined). If you are prompted for a password, log on to the JC Web using your Citrix credentials and locate the Event Registration link on the left-hand navigation menu. When the Event List opens, locate the event you want and click the title; then click the **Register for This Event** button.
- If there are still openings for the event, you will receive a confirmation e-mail. If there are no openings, you will receive a message that the event is not available; you can then select another event.
- If you encounter difficulties trying to register for an event, please contact the JCDC Technical Assistance Center by e-mail (helpdesk@jobcorps.org) or by phone at (800) 598-5008, Option 5.
- For further information about registering, please see the Event Registration User Guide on the Job Corps Community website.
- Please note that the event times are listed in Central time. Please adjust times for your time zone.
- To cancel your registration before an event, please send an e-mail to deployment@jobcorps.org. Please include the title, date, and time of the webinar.

5. Expiration Date. June 1, 2013.

6. Inquiries. Questions about this Information Notice should be addressed to John Chowning at (202) 693-3102 or chowning.john@dol.gov or Lynne Fry at (202) 693- 3101 or fry.lynne@dol.gov.