

**ASSURANCE OF HSED COMPLETION
OPTION 4
FOREIGN POSTSECONDARY DEGREE**

Directions: Once a participant has successfully completed all the requirements for this HSED Option, fill out this assurance, sign, and upload it in DiplomaSender™.

Comprehensive Intake

_____ Participant completed a comprehensive intake that consists of each of the following components. Documentation or evidence of these intake items are maintained in the participant's file.

_____ Completed a registration or enrollment form

_____ Assessed participant's reading level

_____ Assessed participant's career interests and aptitudes

_____ Discussed program options

_____ Developed an action plan

Residency

_____ Participant has been a resident of Iowa at least 90 days prior to the beginning of this application.

Transcripts

_____ Participant provided an official transcript to an AEL program from an institution of higher education attesting to the completion of the program of study required for the foreign postsecondary degree. If the transcript is not in English, the participant provided a certified translation.

Accredited Postsecondary Institution

_____ Participant was awarded a postsecondary degree equivalent to an associate degree or higher awarded by a foreign postsecondary institution.

English Language Proficiency

Participant is a United States citizen **OR meets both of these requirements:**

_____ 1) Demonstrated proficiency in speaking, listening, reading, and writing as defined by the Department's approved English language proficiency standards; and

_____ 2) Successfully completed a course in government or civics education as a component of an approved program.

Required Uploads to DiplomaSender™

_____ Proof of age

_____ Proof of Iowa residency

_____ Official transcript from a foreign institution of higher education

_____ Certified translation, if official transcript is not in English

_____ Proof of US citizenship

_____ If not a US citizen, then provide both

- 1) Evidence of English language proficiency in speaking, listening, reading, and writing as defined by the Department’s approved English language proficiency standards; and
- 2) Evidence of successful completion of a course in government or civics education as a component of an approved program.

_____ Assurance of High School Completion (this form)

Name of Participant: _____

SSN # or College ID: _____

Location: _____

Verified by (*signature*): _____

Title: _____