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**Rules of**  
**Department of Elementary and**  
**Secondary Education**  
**Division 60—Division of Career Education**  
**Chapter 100—Adult Education**

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**Title 5—DEPARTMENT OF  
ELEMENTARY AND  
SECONDARY EDUCATION**

**Division 60—Division of Career Education  
Chapter 100—Adult Education**

**5 CSR 60-100.010 Missouri State Plan for  
Adult Education**

*PURPOSE: This rule incorporates the current state plan for adult education, which serves as an agreement between state and federal governments regarding the conduct and administration of the program in Missouri.*

*PUBLISHER'S NOTE: The secretary of state has determined that the publication of the entire text of the material which is incorporated by reference as a portion of this rule would be unduly cumbersome or expensive. This material as incorporated by reference in this rule shall be maintained by the agency at its headquarters and shall be made available to the public for inspection and copying at no more than the actual cost. This note applies only to the reference material. The entire text of the rule is printed here.*

The Missouri State Board of Education is responsible for administering and supervising the adult education program at the state level to provide adult education and literacy services, including workplace literacy services, family literacy, and English literacy programs. Funds will be distributed to eligible providers such as local education agencies, public or private nonprofit agencies, community-based organizations, correctional education agencies, postsecondary educational institutions, and other institutions that have the ability to provide comprehensive literacy services to adults and families for the purpose of providing instruction in adult education, which is designed to teach persons out of school who are seventeen (17) years of age or older or meet the compulsory attendance requirements of section 167.031, RSMo, to obtain sufficient mastery of basic educational skills to enable them to function effectively in society. The program priorities and objectives are—to assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency, assist adults who are parents to obtain the educational skills necessary to become full partners in the educational development of their children, and assist adults in the completion of a secondary school education and/or obtain a high school equivalence certificate. These objectives are achieved by providing funds to eligible providers and by providing professional

development for adult education staff members through local, state, regional, and national sponsored training programs. Project applications are reviewed to assure their compliance with federal and state guidelines. Eligible providers are responsible for meeting federal and state performance measures incorporated in the five (5)-year program plan, as revised, for adult education, which serves as an agreement between state and federal governments regarding the conduct and administration of the program in Missouri for Fiscal Years 2000–2004, as revised. The Missouri Adult Education and Literacy State Plan 2000–2004 (Revised 2009) is hereby incorporated by reference and made a part of this rule. A copy of the state plan may be obtained by contacting the Adult Education and Literacy Section, 205 Jefferson Street, PO Box 480, Jefferson City, MO 65102-0480. This rule does not incorporate any subsequent amendments or additions.

*AUTHORITY: sections 161.092 and 167.031, RSMo Supp. 2009 and section 178.430, RSMo 2000.\* Original rule filed Oct. 15, 1975, effective Oct. 26, 1975. Amended: Filed Oct. 8, 1976, effective Nov. 15, 1976. Amended: Filed Aug. 16, 1977, effective Sept. 12, 1977. Amended: Filed July 7, 1978, effective Aug. 14, 1978. Amended: Filed July 28, 1980, effective Sept. 15, 1980. Amended: Filed Aug. 13, 1982, effective Sept. 13, 1982. Amended: Filed May 27, 1986, effective June 30, 1986. Amended: Filed Jan. 27, 1993, effective June 7, 1993. Amended: Filed Aug. 26, 1993, effective Dec. 9, 1993. Amended: Filed Oct. 29, 1999, effective Jan. 30, 2000. Amended: Filed: Sept. 24, 2002, effective Dec. 30, 2002. Amended: Filed Feb. 4, 2010, effective April 30, 2010.*

*\*Original authority: 161.092, RSMo 1963, amended 1973, 2002, 2003; 167.031, RSMo 1963, amended 1977, 1986, 1990, 1993, 2004, 2006, 2008, 2009; and 178.430, RSMo 1963.*

**5 CSR 60-100.020 Administration of High  
School Equivalence Program**

*PURPOSE: The Department of Elementary and Secondary Education (DESE) determines applicant eligibility, arranges for testing, establishes minimum standard score requirements, issues certificates, approves reexamination in accordance with the policies and procedures of the General Educational Development Testing Services (GEDTS) of the American Council on Education (ACE). DESE cooperates with the Defense Activity for Nontraditional Education Support*

*(DANTES) and United States Armed Forces Institute (USAFI) testing programs.*

(1) To be eligible to take the General Educational Development (GED) Tests and earn a Missouri High School Equivalence Certificate, a person must be a resident of Missouri (with a Missouri mailing address), and meet one (1) of the following requirements:

(A) Be eighteen (18) years of age or older;

(B) Be seventeen (17) years of age and withdrawn from school for at least six (6) months from the last day of school attendance;

(C) Be currently enrolled in school and qualify as a participant in an approved Missouri Option Program for at-risk youth; or

(D) Be sixteen (16) or seventeen (17) years of age, withdrawn from school and:

1. Have the written permission of the superintendent or principal of the school last attended;

2. Have written permission of the parent or legal guardian, if home schooled; or

3. Be incarcerated or have the written permission of the juvenile judge if under the court's jurisdiction.

(2) Arrangements for Taking the GED Tests.

(A) The GED Tests are administered under the direction of DESE at centers approved and designated by DESE.

(B) Application forms may be obtained by contacting the GED Office, PO Box 480, Jefferson City, MO 65102-0480. The completed form is to be returned for approval. Only approved applicants may take the examination. Positive identification in the form of a current Missouri driver's license or Missouri non-driver ID must be presented by the examinee before being allowed to take the GED Test. The local testing center is responsible for positive identification of examinees.

(C) A fee approved by the State Board of Education (board) must accompany each application to cover the cost of administering the program. An additional fee payable to the local GED testing center is required prior to testing. These fees are nonrefundable and nontransferable and will be required each time an individual retakes any part of the test. Additional transcripts and replacement certificates are available for additional fees.

(3) Local testing centers will assign testing dates to applicants who have been authorized by DESE to take the test or to retake all or part of the test. The following areas are covered by the tests: Language Arts-Writing, Social Studies, Science, Language Arts-Reading and Mathematics.



(4) The Missouri Certificate of High School Equivalence is awarded on the basis of the successful completion of the GED Tests. Minimum standard scores are established in accordance with the policies and procedures of the General Educational Development Testing Services (GEDTS) of the American Council on Education (ACE).

(5) Certificates of High School Equivalence are issued only by DESE. Public high schools are not permitted to issue these certificates nor are they permitted to issue a diploma on the basis of the GED Tests unless the district is part of the Missouri Option Program.

(6) Reexamination.

(A) An applicant who fails to qualify for the certificate on the first testing may be approved for additional attempts, but only if a minimum of two (2) months have elapsed since the previous attempt. Application and fee are required each time tests are taken.

(B) The highest score obtained for each of the five (5) tests within a two (2)-year period will be used as the basis for determining eligibility for the certificate in accordance with GEDTS standards and procedures.

(7) GED Tests given by DANTES or USAFI are recognized by Missouri. A completed application form, fee and an official transcript of GED scores must be submitted to the GED Office, PO Box 480, Jefferson City, MO 65102-0480. A Missouri Certificate of High School Equivalence will be issued if the standard scores meet the minimum score requirements established by the board.

*AUTHORITY: section 161.092, RSMo Supp. 2007 and sections 161.093 and 161.095, RSMo 2000.\* Original rule filed Oct. 10, 1969, effective Oct. 20, 1969. Amended: Filed Oct. 14, 1976, effective Feb. 1, 1977. Amended: Filed Feb. 13, 1978, effective May 15, 1978. Amended: Filed June 28, 1985, effective Oct. 14, 1985. Amended: Filed Sept. 25, 1987, effective Jan. 29, 1988. Amended: Filed Jan. 28, 1992, effective Sept. 6, 1992. Amended: Filed Oct. 31, 1996, effective June 30, 1997. Amended: Filed March 24, 1998, effective Oct. 30, 1998. Amended: Filed March 21, 2001, effective Oct. 30, 2001. Amended: Filed Sept. 24, 2002, effective April 30, 2003. Amended: Filed Nov. 28, 2007, effective June 30, 2008.*

*\*Original authority: 161.092, RSMo 1963, amended 1973, 2002, 2003; 161.093, RSMo 1977; and 161.195, RSMo 1977.*

**5 CSR 60-100.030 Administration of Adult High School Diploma Program**  
(Rescinded August 14, 1978)

*AUTHORITY: section 161.092, RSMo 1969. Original rule filed Nov. 5, 1969, effective Nov. 15, 1969. Rescinded: Filed May 12, 1976, effective Aug. 14, 1978.*

**5 CSR 60-100.040 Rules for Administration of Adult Basic Education Program**  
(Rescinded August 14, 1978)

*AUTHORITY: section 178.430, RSMo 1969. Original rule filed Dec. 24, 1975, effective Jan. 3, 1976. Rescinded: Filed May 12, 1978, effective Aug. 14, 1978.*

**5 CSR 60-100.050 Family Literacy Program**  
(Rescinded September 30, 2007)

*AUTHORITY: sections 160.531 and 161.092, RSMo Supp. 2004. Original rule filed Sept. 22, 2004, effective April 30, 2005. Rescinded: Filed March 15, 2007, effective Sept. 30, 2007.*