



Nevada Department of Education



# Adult High School Program Handbook

2015-2016

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# Nevada Department of Education

## Table of Contents

Mission ..... 3

I. Goals ..... 3

II. Program Guidelines ..... 3

- a. Student Assessment
- b. Student Classification
- c. Fiscal
- d. Program Curriculum
- e. Adult Standard Diploma Requirements
- f. Student Orientation Counseling

III. Student Eligibility ..... 7

IV. Credits ..... 7

V. HSE Guidelines ..... 11

VI. Independent Study & Distance Ed.. 17

VII. Proficiency Testing ..... 20

VIII. Record Keeping ..... 22

## Program Contact Information NRS and NAC

### Attachments

- a. Corrections Handbook
- b. Program Application
- c. Budget Submission Forms
- d. AHSRS Tables



# Nevada Department of Education

The mission of Adult High School programs in Nevada is to provide lifelong educational opportunities that assist adult learners in the development of meaningful, productive lives. The administration of an Adult High School program is the responsibility of each school district that chooses to operate a program.

## I. GOALS

Provide free academic counseling and instruction to eligible students who lack a high school diploma or a High School Equivalency (HSE) certificate.

Encourage students with HSE certificates to pursue an Adult Standard Diploma.

Provide courses that prepare adults for the job market or further educational endeavors.

Coordinate with community-based organizations and/or postsecondary institutions to support and facilitate students' completion of an Adult High School Program and subsequent transition to postsecondary and Career Pathways programs.

## II. PROGRAM GUIDELINES

A. Student Assessment: Students should be assessed upon program enrollment.

1. Students who score below the high school level should be referred to, or provided, literacy or basic education programs.
2. ESL students should be assessed with a CASAS, TABE, or other approved assessment instrument. (CASAS: <https://www.casas.org/>, TABE: <http://www.ctb.com/ctb.com/control/productFamilyViewAction?productFamilyId=608&p=products>, GAIN: <http://www.wonderlic.com/wonderlic-education-solutions/admissions-and-placement/student-placement/general-assessment-of-instructional-needs-GAIN>).
3. Students who score below the high school level should be re-assessed with an approved assessment within stated guidelines.

B. Student Classification:

Students should be classified according to their educational level or stated goal upon registration:

1. Adult High School student
  - a. Student who is receiving high school level instruction and seeking an Adult Standard Diploma.
2. High School Equivalency-only student



# Nevada Department of Education

a. Student whose final goal is to achieve a Nevada Certificate of High School Equivalency.

3. Proficiency-only student

a. Student who enters the program with all credits necessary to graduate and only needs to pass one or more proficiency exams. *\*Subject to change upon phase-out of state proficiency exams.*

4. English Language Learners (ELLs)

- a. An adult, who has limited ability in speaking, reading, writing or understanding the English language, and
- b. whose native language is a language other than English; or
- c. who lives in a family or community environment where a language other than English is the predominant language.

C. Fiscal:

- 1. Funds remaining in the program budget as of June 30 of the first year of the biennium may be carried forward into the second year, but should not exceed 10% of the total allocation. **Any unexpended funds remaining as of June 30 of the end of the biennium must be reverted to the State General Fund on or before September 18.**
- 2. Allocation of Adult High School Funding is based on a combination of enrollment of students in a District program for 12 hours or more, and of performance reported for those students. The formula calculates 80% enrollment and 20% performance based on Diplomas granted, HSE certificates issued, and Vocational Certificates for those eligible, enrolled students.
- 3. The Adult High School Reporting System (AHSRS) Data Report is due to the Office of Adult Education by July 15 each year.
- 4. Next Fiscal Year (FY) Budgets are due to the Office of Adult Education by July 15 each year. A signed Assurance is required to be submitted for the AHSRS report and budget.
- 5. End of FY Budget Reports are due to the Office of Adult Education by September 1 each year.



# Nevada Department of Education

6. A student working toward an Adult Standard Diploma or HSE Certificate through an Adult High School program shall not be assessed a tuition fee.
7. Lab fees and book deposits may be required according to school district policy.

## D. Program Curriculum:

Programs may include instruction in Adult Basic Education, HSE preparation, English Literacy, Adult Secondary Education, Career Pathways, Transition to Postsecondary and Career and Technical Education. Adult High School programs should track these students separately for reporting purposes.

Curricula used in Nevada's school districts and Adult High School programs must reflect state and school district standards.

Additionally, each district may set standards to supplement or augment the state's minimum requirements.

## E. Adult Standard Diploma Requirements:

"Adult Standard Diploma" means a diploma earned by meeting requirements established by the district, which conform to guidelines established by the Nevada Department of Education as published in (NAC 389.688).

A school district's Adult High School Program may award an Adult Standard Diploma, signifying graduation from high school, to a person who:

1. Withdrew from high school before his/her graduation and was not eligible to graduate with his/her class.
2. Has passed the proficiency examinations that are administered to high school students pursuant to NRS 389.015. *\*Subject to change upon phase-out of state proficiency exams.*
3. Has earned, in high school, an adult education program, or an alternative education program (NRS 388.537) or waived, the units of credit required.



# Nevada Department of Education

Has earned the units of credit required as follows:

REQUIRED COURSES	MINIMUM # OF CREDITS
American Government	1
American History	1
Arts and Humanities	1
English	4
Health	0.5
Mathematics	3
Science	2
Computers	0.5
Electives	<u>7.5</u>
TOTAL CREDITS	20.5

If a person demonstrates competency in the use of computers, he/she is not required to take the course of study in the use of computers and must earn only a total of 12.5 credits in required core courses.

- 4. Is **18 years of age or older** at the time of the award.\*

**\*Note – 16-17 year old students may attend adult programs for purposes of HSE preparation only. A 17 year old student may receive an Adult Standard Diploma if that student is enrolled in an Alternative Education program for students at risk of dropping out of school. That student may earn an Adult Standard Diploma either by fulfilling the credit and proficiency requirements necessary, or by waiving credits through passage of a state-approved HSE test and completing proficiency requirements as necessary.**

## F. Student Orientation/Counseling:

Prior to the enrollment of a student in an Adult High School program, comprehensive guidance and counseling should be performed. Credit to be applied to the Adult Standard Diploma is evaluated, verified, and granted. Through these efforts, adult education program personnel seek to promote and enhance academic, personal, social, and career development for students. The counseling effort should develop an individualized graduation plan tailored to the needs of the enrolling student. Additionally, students in need of career/occupational development will be identified and guided to a curriculum related to employment, skills evaluation, occupational training, and eventually assistance with employment placement.



# Nevada Department of Education

## III. STUDENT ELIGIBILITY

Residency is determined by local school district policy.

Students 16 years of age or older may prepare for the HSE Test within Adult High School programs. Applicants who are 16 or 17 years of age may register to take the HSE exam after presenting written permission from the local school board of trustees, written permission signed by parent or legal guardian, verification of withdrawal from school, and meeting all criteria as listed in NRS 385.448, NAC 385.404 and NAC 387.190.

Adult High School programs may provide remedial instruction to Alternative Education students if there is space available in the class, and no adult students are excluded because of the alternative education student's attendance. Alternative Education students are, by definition, still enrolled in K-12, but at risk of dropping out. These students **may not** be included in enrollment or completion counts for Adult High School programs as they are still enrolled and would be counted in K-12 system reports. Per-pupil apportionment for Alternative Education students is funded through the Distributive School Account (DSA).

If a student completes his/her senior year of high school and does not meet the requirements for graduation prior to the first day of the next school year, he/she may not receive a Standard High School Diploma unless he/she remains an enrolled student of the comprehensive high school to complete those requirements. If that student elects to enroll in the adult program, upon completion of the requirements for graduation he/she will be issued an Adult Standard Diploma per NAC 387.190, 387.330, 389.660, 389.690.

Adult High School programs are provided by the local school districts to serve:

1. Out-of-school persons who desire to earn an Adult Standard Diploma or HSE Certificate. Such persons must be at least 18 years of age or older\* and have no intention of returning to a regular high school. *\*Refer to NAC (387.190, 389.695).*

## IV. CREDITS

Course offerings and the amount of credit awarded must align with state and district standards.



# Nevada Department of Education

“Unit of Credit” means the amount of credit, which is awarded to a pupil for his/her successful completion of a course containing at least 120 hours of instruction or the equivalent. Note: One-half credit class contains 60 hours of instruction or the equivalent.

All of the following methods are available to the Adult High School program for awarding units of credit to students earning the Adult Standard Diploma if:

1. The local school district utilizes these methods, or
2. Has approved policies regarding these methods, or
3. Has approved the policies of the Adult High School program.

Local school districts will determine the number of credits awarded through these methods and the requirements for receiving credit according to state standards.

- A. Credit may be granted on the following basis if competency\* has been demonstrated.

\*120 clock hours of classroom instruction and/or demonstrated competency – 1 Unit

60 clock hours of classroom instruction and/or demonstrated competency – 1/2 Unit

Seat time, by itself, should not be the sole basis for receiving credit.

Adult High School students may earn credits based on demonstrated competency-based instruction. Assignment requirements for a grade to be achieved, and the method of challenge, must follow the school district regulations. Assignments shall be prepared by teachers to meet student needs.

A school calendar for an Adult High School program, an Alternative Education program, a program of Distance Education, or a program of instruction in a detention home must contain at least 180 school days in session unless the school district obtains the written approval of the Superintendent of Public Instruction for a program that demonstrates progress or completion by pupils in a curriculum which is equivalent to the regular school curriculum.

The minimum daily period for an Adult High School program, an Alternative Education program, a program of Distance Education, a program of Independent Study or a program of instruction in a detention home is identical to the period for a regular grade unless the school district:

- (a) Exercises its option pursuant to subsection 4 of NAC 387.140 *Short School Day in Session*; or
- (b) Obtains the written approval of the Superintendent of Public Instruction for a program that demonstrates progress or completion by pupils in a curriculum that is equivalent to the regular school curriculum.





# Nevada Department of Education

Independent Study may also be incorporated in student assignments; however, those courses shall be conducted in accordance with state regulations. (NRS 389.155)

## B. Credit by Exam

A pupil may be granted credit for a specific course of study in a secondary school without having attended the regularly-scheduled classes in the course if he or she demonstrates competence to meet the objectives of the course through performance on examinations. (NAC 389.670)

When a school district allows a student in a regular high school to challenge a course, that method of obtaining credit for a course is open to an Adult High School student. Credit by Exam may also allow students to receive academic credits. All CBE's are based on high school curriculum. In order for students to receive credits, they must pass the exam pursuant to district policy (NAC 389.670(3)).

## C. Credit Transferred From Other Education Programs

1. An accredited public or private high school located in this state;
2. An accredited public or private high school located outside this state;
3. An institution of higher learning whose academic programs are accredited by a national accrediting organization; or The Nevada Youth Training Center (Independence High School) or Nevada Girls Training Center (e.g. C.O. Bastian High School).

## D. Credit Transferred From Military Education Programs

Adult High School programs may award a student units of credit toward meeting the requirements for an Adult Standard Diploma if he/she successfully completes a course given by the United States Armed Forces. (See NAC 389.692)

## E. Credit for Summer School Programs

Summer school units of credit to be applied toward the Adult Standard Diploma may consist only of units earned through a summer school conducted by an accredited public or private high school or an accredited institution of higher learning. Such units must be earned in courses, which are equivalent to the courses offered in the programs of an accredited high school.

## F. Credit for University Courses



# Nevada Department of Education

Credit may be granted for college-level courses provided such credit is earned at a recognized university, college, junior college, or community college as approved in district regulations.

## G. Credit for Correspondence/Distance Education Courses

Adult High School programs may grant a student credit toward an Adult Standard Diploma for successful completion of a correspondence course:

- i. If the course is provided by a secondary educational institution which is nationally-accredited; or
- ii. If the course is included on the state-approved list of Distance Education providers ([http://cteae.nv.gov/Adult\\_Education/Distance\\_Education/](http://cteae.nv.gov/Adult_Education/Distance_Education/)).

## H. Physical Education Credit Transferred In From Other Educational Programs

If a student is eligible to transfer physical education credit into the Adult High School Program, that credit can be applied toward the elective credit accumulation requirement.

## I. Credit for Apprenticeship Programs

Adult High School programs may award elective credit to students who have participated in an apprenticeship program.

## J. Credits for Attending Accredited Career Schools

Adult High School programs may award elective credit to students who have attended accredited career schools such as those approved by the Nevada Commission on Postsecondary Education according to prescribed guidelines.

## K. Credit for Work Experience

Adult High School programs may award elective credit to students who have attained employment experience, which generally meets the following criteria. Through employment, the student, according to district policy and standardized curriculum:

1. Has demonstrated attitudes necessary for successful job performance and cooperation with fellow workers.
2. Has developed a sound basis for a career choice through appraisals of individual abilities, interests, aptitudes, and attitudes in light of future employment outlook.
3. Has developed pride in doing one's job well.



# Nevada Department of Education

4. Has gained exploratory experiences and training opportunities.
5. Has learned to make use of, and further develop, the skills learned in school in a real job setting.
6. Has understood the relationship between formal education and job success.
7. Has gained insight in the transition from school to work.
8. Has met changes in the world of work through personal contacts and feedback from employers.

## L. Credit Evaluation:

When students register for the Adult High School program, they should present a copy of their most recent high school transcript, and/or a copy of their HSE transcript when applicable. This information is for the purpose of determining the number of credits the student has and to help determine what will be the best way to obtain the Adult Standard Diploma.

In the event a student does not have academic records at registration, these can be sent for, using a request form and an Authorization to Release Information form, (See Appendix, Forms). When dealing with a regular school or HSE program, dates and the name actually used on the records need to be accurate.

Transcripts coming from other states may require interpretation. Credits pro-rate to one-half or one-fourth credit units. Those remaining fractional credits may be assigned to elective credit.

Photocopies of all documentation used to verify existing credits must be maintained in a student's file while a student is enrolled.

## V. HSE GUIDELINES

**For current Nevada HSE policy information, visit: <http://nvedu.org/1q>**

### A. Statement of Purpose

1. Policy: Current Nevada state-approved tests of High School Equivalency are the GED® (GED Testing Service), HiSET® (ETS) and TASC™ (CTB/McGraw-Hill). The High School Equivalency tests are designed to provide an opportunity for adults who have not graduated from high school to earn a high school-level



# Nevada Department of Education

educational equivalency. The High School Equivalency tests measure the major academic skills and knowledge associated with a high school program of study with increased emphasis on workplace and higher education.

All persons involved in administering the HSE Tests or any portion of the HSE Testing Program are prohibited from being involved in preparation or instruction, and must abide by all rules and regulations of the individual HSE assessment vendor.

## B. Registration Procedures & Pricing: <http://nvedu.org/1r>

Registration procedures are determined by individual testing center. To locate the HSE testing center in the county of residence, call the district office or adult education center in your county or visit: [www.nevadaadulthoodeducation.org](http://www.nevadaadulthoodeducation.org).

How much does it **cost** to take an HSE exam in Nevada?

Nevada HSE Test Price Schedule and Payment Model effective January 1, 2016

Assessment	Full Battery <sup>1</sup> Vendor Price	Full Battery <sup>1</sup> Test Center Fee	Full Battery <sup>1</sup> Consumer Cost	Subtest Vendor Price	Subtest Test Center Fee <sup>3</sup>	Subtest Consumer Cost	Retake <sup>3</sup> Subtest Center Fee	Retake <sup>3</sup> Subtest Consumer Cost
HiSET®	50	15	65	10	5	15	5	5
TASC Test™	52	13	65	10.40	4.60	15	5	5
GED®	80 (4x 20)	15 (4x 3.75 <sup>2</sup> )	95 (4x 23.75)	20	3.75 <sup>2</sup>	23.75	3.75 <sup>2</sup>	3.75 <sup>2</sup>

Testing centers offering the TASC and/or HiSET will collect both the vendor’s exam cost and the test center fees directly from the test-taker. Testing centers may enter into agreements with the test vendors to provide direct billing for vendor test charges. Test centers may also elect to prepay for tests, either through a vendor provided voucher system, or other arrangement with the test vendor. Scheduling services are the responsibility of the test center.

GED Testing Centers in Nevada may elect any payment model available to them through GED Testing Service.

Test centers accepting payment may recover incurred credit card processing fees, not to exceed the actual fee rounded up to the nearest dollar.

<sup>1</sup>Test publishers no longer have a full battery option and offer all subtests as standalone modules. Nevada retains the full battery model as a delivery option.

<sup>2</sup>Actual amounts remitted to the test center vary per module and actual test administration duration.

<sup>3</sup>Retake here means a vendor subsidized retake on a failed test. Candidates retaking a subtest that they previously passed to achieve a higher score (improvement testing) are not eligible for a vendor subsidized retake and must be charged the individual subtest price.

### Retesting on Failed Subtests

All three HSE exam vendors offer up to two free retakes on failed subtests after the test-taker has paid for, and attempted, the complete battery of tests. You must pay a small test center retesting administrative fee (\$3.75-\$5.00) when you schedule a retest.

### Individual Subtests:



# Nevada Department of Education

You must take each of the individual subtests from the battery and use any retests available before you are eligible to take an individual subtest in Nevada.

## GED®

The total price for a single GED® subtest is \$23.75. Payment is collected by GED Testing Service at time of scheduling.

## HiSET®

The total price for a single HiSET subtest is \$20 (\$15 test vendor fee and \$5 test center administration fee). Fees must be paid directly to the test center and are due at the time of scheduling.

## TASC™

The total price for a single TASC subtest is \$15.40 (\$10.40 test vendor fee and \$5 test center administration fee). Fees must be paid directly to the test center and are due at the time of scheduling.

How can test-takers pay for their HSE exam?

## GED®

GED Testing Service can immediately process payments from debit, credit, or gift cards. The online system accepts these forms of payment online and emails the receipt directly to the purchaser. Some local testing centers may have the ability to accept cash or money orders.

## HiSET®

All HiSET testing centers accept cash or money orders. Some may accept credit and debit cards. Check with your local testing center for available options.

## TASC™

All TASC testing centers accept cash or money orders. Some may accept credit and debit cards. Check with your local testing center for available options.

Can Test Centers add an additional fee to cover credit card processing?

No, the prices for tests are fixed and include a test center administrative fee.

## C. High School Equivalency (HSE) Certificate

In the absence of a high school diploma, the HSE test is used as a measure of an individual's basic competencies in the areas of English (Writing and Literature), Social Studies, Mathematics, and Science. This certificate is accepted by the employment and academic communities as an accurate assessment of basic skills.



# Nevada Department of Education

## D. Requirements for Testing and Issuance of Certificate:

### 1. Minimum Passing Scores (**NAC 385.408**):

(a) For the GED® Exam is a standard score of 145 on each of the four subtests.

(b) For the HiSET™ Exam is a standard score of 8 on each of the five subtests, including a minimum score of 2 on the essay portion, and an overall average score of 45.

(c) For the TASC™ is a standard score of 500 on each of the five subtests, including a minimum score of 2 on the essay portion.

### 2. HSE tests can be administered only to persons who:

a. Have not graduated from an accredited high school which is accredited by a regional association, and

b. are not currently enrolled in a high school, and

c. meet the minimum age requirements, and

d. are residents of Nevada, and

e. present a photo ID and any other documentation required by the test center.

### 3. Minimum age for testing – 18, except in the following cases:

Applicants who are 16 or 17 years of age may register to take the HSE exam after presenting written permission from the local school board of trustees, written permission signed by parent or legal guardian, verification of withdrawal from school, and meeting all criteria above. *See NAC 385.402, 385.404*

### 4. Residency

a. Certificates of High School Equivalency are issued to persons who reside in the State of Nevada at the time of testing or are on active military duty and have attended a secondary school in Nevada.

Nevada's residency policy for HSE testing allows for testing certain non-residents who lives near the border of Nevada in adjacent states when a testing site is not easily accessible in their own state.

### 5. English and Spanish test scores are not combined.



# Nevada Department of Education

## E. General Criteria

Transcripts and Certificates for HSE may be accessed at [www.diplomasender.com](http://www.diplomasender.com)

## F. All other questions or inquiries to be referred to:

Brad Deeds, State HSE Administrator  
Office of Career, Technical & Adult Education  
Nevada Department of Education  
755 North Roop Street  
Carson City, Nevada 89701  
Telephone Number: (775) 687-7287 / FAX Number: (775) 687-8636  
[bdeeds@doe.nv.gov](mailto:bdeeds@doe.nv.gov)  
<http://nvedu.org/hse>

### HSE WAIVER OF CREDITS (NAC 389.694):

A student may waive as many as eleven (11) credits after successfully passing state-approved HSE tests towards an Adult Standard Diploma. The higher the scores, the more credits may be waived. It is recommended that pre-testing, preparation/instruction, and counseling take place before a student participates in HSE testing.

The following tables set forth the scores which must be achieved on the HSE tests to obtain waived credit and the corresponding number of credits which may be awarded.

#### General Educational Development (GED, 2002 Series)

Subject	Designation of Test	Maximum Number of Units	
		For Score of 450 to 499.9	For Score of 500 or higher
English	I and IV (average)	2	4
Mathematics	V	1	3
Science	III	1	2
Social Studies	II	1	2

#### General Educational Development (GED, 2014 Series)

Subject	Designation of Test	Maximum Number of Units	
		For Score of 145 to 157	For Score of 158 or higher
Language Arts	I	2	4
Mathematics	II	1	3



# Nevada Department of Education

Science	III	1	2
Social Studies	IV	1	2

## High School Equivalency Test (HiSET, 2014 Series)

Maximum Number of Units

Designation of Subject	Test	For Score of 10 or 11	For Score of 12 or higher
Language Arts	I and V (average)	2	4
Mathematics	II	1	3
Science	III	1	2
Social Studies	IV	1	2

## Test Assessing Secondary Completion (TASC, 2014 Series)

Maximum Number of Units

Designation of Subject	Test	For Score of 500 to 529	For Score of 530 or higher
Language Arts	I and V (average)	2	4
Mathematics	II	1	3
Science	III	1	2
Social Studies	IV	1	2

### B. Credit Waiver Criteria

1. Credit waived by the HSE examination will apply only to required courses of study and cannot be used to waive other elective credits with the following exception: HSE social studies credit will be applied only to elective courses as the student, by the state statute (NRS 389.035), must complete courses in the required areas of American Government and American History.
2. Students who have already earned a high school diploma are prohibited from taking a High School Equivalency test.
3. A student who passes a state-approved HSE test may retake the battery or any subtest to improve scores. (Please note this is a change from previous policy).





# Nevada Department of Education

4. A student who fails the HSE exam is not limited to the number of times he/she may take the HSE exam. However, the student is limited to taking the test a maximum of three (3) times each calendar year per HSE test (GED, HiSET, TASC). This is based on the fact that there are only three (3) different test forms available and the same test form cannot be retaken during any one calendar year.
5. A student enrolled in an Adult Education program may not use HSE exams to waive credit towards an Adult Standard Diploma until age 18. A student enrolled in a program of Alternative Education may use the HSE exams to waive credits towards an Adult Standard Diploma at the age of 17. (*See NAC 385.404, 389.694*)
6. No student may take the HSE exams while still enrolled in high school, with the exception of students enrolled within detention facilities. Students aged 16 or 17 that have received permission from the school district board of trustees and their parents/legal guardians to take the HSE examination must be withdrawn from their high school for the period of time that the HSE is being taken. Students may then be re-enrolled until verification of the student passing score has been obtained, and to continue working toward their Adult Standard Diploma.

## VI. INDEPENDENT STUDY & DISTANCE EDUCATION

### A. Independent Study

**NAC 389.710 “Independent study” defined. (NRS 385.080, 389.155)** As used in [NAC 389.710](#) to [389.750](#), inclusive unless the context otherwise requires, “independent study” means the method by which a pupil may complete a required or elective course outside of the normal classroom setting that is consistent with the course of study prescribed by the state board and the school district.

**NAC 389.730 Courses allowed; courses outside school district. (NRS 385.080, 389.155)** A pupil who is enrolled in school or in an alternative program pursuant to [NRS 388.537](#), an adult high school program approved pursuant to [NAC 387.190](#) or a program of distance education established by a school district may complete any required or elective course by independent study if the board of trustees of the school district in which the pupil is enrolled provides for independent study in accordance with [NAC 389.710](#) to [389.750](#), inclusive.

2. A course of independent study may be taken at a location outside of the school district in which the pupil is enrolled upon the written approval of the board of trustees of the school district in which the pupil is enrolled.



# Nevada Department of Education

## **NRS 388.537 Alternative programs for pupils at risk of dropping out of school.**

1. The board of trustees of a school district may, subject to the approval of the Superintendent of Public Instruction, operate an alternative program for the education of pupils at risk of dropping out of school, including pupils who are enrolled in kindergarten or grades 1 to 12, inclusive.

2. The board of trustees of a school district may submit to the Department, in the form prescribed by the Department, a plan to operate an alternative program.

3. The Superintendent of Public Instruction shall review each plan to operate an alternative program submitted to the Department and approve or deny the plan. Approval by the Superintendent constitutes approval of each component of the plan for the alternative program.

4. If a plan for an alternative program is denied by the Superintendent of Public Instruction, the board of trustees of a school district may appeal the decision of the Superintendent to the State Board. The State Board may approve or deny the plan for the alternative program upon appeal.

5. An alternative program may include:

(a) A shorter school day or an opportunity for pupils to attend a longer school day than that regularly provided in the school district. The alternative program must provide for a number of minutes of instruction that is equal to or greater than that which would be provided under a program consisting of 180 school days.

(b) an opportunity for pupils to attend classes of instruction during any part of the calendar year.

(c) A comprehensive curriculum that includes elective classes of instruction and career and technical education.

(d) An opportunity for pupils to obtain academic credit through experience gained at work or while engaged in other activities.

(e) An opportunity for pupils to satisfy either:

(1) The requirements for a regular high school diploma; or

(2) The requirements for an adult standard diploma.

(f) The provision of child care for the children of pupils.

(g) The transportation of pupils to and from classes of instruction.

(h) The placement of pupils for independent study pursuant to [NRS 389.155](#), if the board of trustees of the school district determines that the pupil would benefit from such placement.

6. The board of trustees of a school district may operate an alternative program pursuant to this section through a program of distance education pursuant to [NRS 388.820](#) to [388.874](#), inclusive.

(Added to NRS by [1993, 458](#); A [2001, 3156](#); [2005, 1050](#); [2007, 1991](#))

**(Added to NRS by 1993, 458; A 2001, 3156; 2005, 1050; 2007, 1991)**

**NAC 389.750** - A pupil shall enter into a written agreement with the teacher of the course of independent study or the board of trustees of the school district or its designee before



# Nevada Department of Education

the pupil may begin a course or program of independent study. A pupil may enter into a written agreement if the pupil participates in:

- (a) An adult high school program;
- (b) An alternative program;
- (c) A program of distance education; or
- (d) Any other educational program offered by the school district.

2. Such an agreement must include, without limitation:

- (a) The objectives of the course or program;
- (b) A timeline for the completion of the assigned course work;
- (c) A schedule of the communications between the pupil and the teacher that satisfies the requirements of subparagraph (2) of paragraph (a) of subsection 2 of NRS 389.155;
- (d) The method by which the teacher will assess the learning of the pupil.

If a pupil is under 18 years of age, the written approval of a parent or guardian of the pupil to participate in the course of independent study.

## B. Distance Education

**NRS 388.823 “Course of distance education” defined.** “Course of distance education” means a course of study that uses distance education as its primary mechanism for delivery of instruction.

(Added to NRS by [2001, 3149](#))

**NRS 388.826 “Distance education” defined.** “Distance education” means instruction which is delivered by means of video, computer, television, or the internet or other electronic means of communication, or any combination thereof, in such a manner that the person supervising or providing the instruction and the pupil receiving the instruction are separated geographically for a majority of the time during which the instruction is delivered.

(Added to NRS by [2001, 3149](#); A [2007, 1992](#))

**NRS 388.829 “Program of distance education” defined.** “Program of distance education” means a program comprised of one or more courses of distance education that is designed for pupils who meet the criteria for enrollment in a program of distance education prescribed in [NRS 388.850](#).

(Added to NRS by [2001, 3149](#); A [2003, 223](#); [2007, 1992](#))

School Districts must submit an application to operate a program of distance education (NAC 388.830). ([http://ctae.nv.gov/Adult\\_Education/Distance\\_Education/](http://ctae.nv.gov/Adult_Education/Distance_Education/))



# Nevada Department of Education

## **NAC 391.392 Endorsement to teach program of alternative education. ([NRS 385.080, 391.019](#))**

1. To receive an endorsement to teach a program of alternative education, a person must:
  - (a) Hold a valid:
    - (1) Elementary license;
    - (2) License to teach middle school or junior high school education;
    - (3) Secondary license;
    - (4) License to teach special education; or
    - (5) Special license that is endorsed for a recognized field of teaching other than business and industry;
  - (b) Have 3 years of verified experience in teaching a program of alternative education; or
  - (c) Have completed at least 3 semester hours of course work in one or more of the following areas of study:
    - (1) Behavior management;
    - (2) Methods of teaching pupils who have specific learning disabilities;
    - (3) Parental involvement in programs of alternative education; or
    - (4) Methods of teaching pupils in a program of alternative education or pupils who are at risk of dropping out of school.
2. Except as limited by subsection 3, a person who holds an endorsement to teach a program of alternative education may:
  - (a) Provide instruction in any recognized field of teaching for which he or she holds a valid endorsement; and
  - (b) Teach courses outside his or her area of endorsement.
3. A person who holds an endorsement to teach a program of alternative education initially issued on or after July 1, 2005, may use that endorsement to provide instruction and teach as authorized by subsection 2 only:
  - (a) In an adult high school program as defined in subsection 2 of [NAC 389.690](#); or
  - (b) To act as a teacher of record for a pupil who is enrolled in a course of distance education which has been approved by the Department pursuant to [NRS 388.834](#) and [NAC 388.825](#).
4. An endorsement to teach a program of alternative education is not required to teach a program of alternative education.
5. As used in this section:
  - (a) “Course of distance education” has the meaning ascribed to it in [NRS 388.823](#).
  - (b) “Program of alternative education” means:
    - (1) An alternative program as defined in [NAC 388.500](#); or
    - (2) An adult high school program as defined in subsection 2 of [NAC 389.690](#).

(Added to NAC by Comm’n on Prof. Standards in Education by R093-97, eff. 1-14-98; A by R094-99, 11-2-99; R099-03, 9-24-2003; R005-05, 10-31-2005; A by Bd. of Education by R134-07, 6-17-2008; A by Comm’n on Prof. Standards in Education by R028-11, 10-26-2011; R008-13, 10-23-2013)

## **VII. PROFICIENCY TESTING\***

In accordance with NAC 389.688 in order to receive an adult standard diploma, an adult student must complete all required credits and successfully pass all proficiency



# Nevada Department of Education

examinations. *\*Subject to change upon elimination of requirements for Proficiency Testing.* Presently, the required testing areas include: reading, writing, math and science.

## A. Ordering of Tests

When ordering tests, the adult high school staff must consult with the testing coordinator in their respective school district.

## B. Training of all staff handling tests:

Teachers and other staff members involved with the proficiency testing must acknowledge, in writing, that he/she has been given and has read a copy of the school district's testing procedure. It is also recommended that personnel involved in testing acquaint themselves with "Test Security Procedure for Nevada Proficiency Examinations."

## C. Security of Tests

Test security procedures cannot be over-emphasized. It is imperative that all procedures are adhered to and that all precautionary measures are followed.

NRS 389.644 requires an annual training on test administration and test security procedures. Everyone involved with testing, including district test directors, principals, school test coordinators, classroom test administrators, and classroom proctors, must be trained so that they fully understand the laws, regulations, and policies governing the state testing program and the contents of the appropriate administration manuals as outlined in NRS 391.312 and 391.330. Failure to follow established procedures may carry stringent sanctions for licensed personnel.

Please note that the person in charge of adult education is ultimately responsible for both the administration of tests and for the physical security of test material.

Copying any writing test prompts, test and/or examination items, problems, questions and the approved answers for grading them by any means or disclosure of those items, problems, or questions and the approved answers for grading them by any means or disclosure of those items, problems, or questions and the approved answers for scoring them is a violation of NRS 391.312. Such breaches of testing procedures shall be cause for disciplinary action.

## D. Preparation for testing Adult students



# Nevada Department of Education

It is mandated by the Nevada Department of Education that Adult High School students who failed the High School Proficiency Examinations be provided remedial instruction in order to re-take the tests.

## E. Testing dates information

Testing dates are determined by the Nevada Department of Education. Each school has the obligation to inform students of testing dates and locations.

## F. Record Retention

It is the responsibility of each Adult High School program to maintain updated proficiency results on the student's transcript and maintain student's archives as per NACE 387.165, 387.171, 387.175 and 387.185.

## G. Return of test materials

It is important that all test materials be accounted for and returned in accordance with requested timeline. Proctors shall be most diligent in making sure that all demographic data are entered accurately.

## **VIII. RECORD KEEPING**

An Adult High School Program is required to maintain a master register and attendance of all enrolled students. These students must be enrolled in the school district's Student Information System (PowerSchool or Infinite Campus) to meet the reporting requirements of the State.

The permanent records of an Adult High School student are the original source and must be maintained under NAC 387.165, 387.171, 387.175, 387.185. Copies of the complete transcript and/or copies of the GED Performance Records will be sent to former students and to educational, training, and military institutions upon request.

In accordance with the Family Educational Rights and Privacy Act (FERPA), an authorization signed by the student must either accompany any request for copies of the records, or have been signed by the student, giving the administrator of the records permission to send the records to institutions upon request.

Costs to obtain permanent transcripts are determined by local school districts.



# Nevada Department of Education

Either the files of the Adult High School or those of the school district maintain official records of the Adult Diplomas awarded and the student transcripts for anyone who earned credits or took State Proficiency tests.

Since these are confidential personal records and sole sources of the information, appropriate security measures against theft or fire should be taken to preserve them.

Access to these records should be controlled by the Adult High School program or school district administrative staff.

Upon graduation from the Adult High School program, a student needs to have a transcript created which incorporates the pre-existing credits and those earned in the program from which the diploma is held. It must also show passage of the Nevada State Proficiency Tests. This will be used as the official transcript for that student.

## **Adult High School Programs**

### **Carson City School District**

Sam Santillo, Director  
275 East Park St. Carson City, NV 89706  
Ph: 775-283-1352  
Fax: 775-283-1372

### **Churchill County School District**

Arlene Detomasi, Director  
255 E. Stillwater Ave., East Bldg. Fallon, Nevada 89406  
Ph: 775-423-1191  
Fax: 775-423-1102

### **Clark County School District**

Dr. Robert T. Henry, Adult Education Director  
Jennifer Keiser, GED Administrator  
Jeff Krantz, Adult Education Coordinator  
2701 E. St. Louis Avenue, Las Vegas, NV 89104  
Ph: 702-799-8650 X 338  
Fax: 702-799-8608

### **Douglas County School District**

Michelle Trujillo, Principal  
1617 Water Street, Bldg. E  
Minden, NV 89423  
Ph: 775-392-1475

### **Elko County School District**

Jack French, Director of Secondary Education  
P.O. Box 1012,  
Elko, NV 89803  
Ph: 775-738-5196  
Fax: 775-777-7458

### **Humboldt County School District**

Kelly Novi, Director



# Nevada Department of Education

705 E. 4<sup>th</sup> St.  
Winnemucca NV 89445  
Ph: 775-623-6218  
Fax: 775-623-6219

## **Lander County School District**

Jacquie Buchel, Program Director  
837 North Second St. Battle Mountain, NV 89820  
Ph: 775-635-2302  
Fax: 775-635-2302

## **Lincoln County School District**

Pete Peterson, Principal  
P.O. Box 118,  
Panaca, NV 89042  
Ph: 775-728-4446  
Fax: 775-728-4470

## **Lyon County School District**

Carol King, Program Coordinator  
1300 Hwy 95A Fernley, NV 89408  
Ph: 775-575-3409  
Fax: 775-575-3409

## **Mineral County School District**

Mary Koscinski, Program Coordinator  
P.O. Box 938, Hawthorne, NV 89415  
Ph: 775-945-3332  
Fax: 775-945-3371

## **Nye County School District**

Karen Hills, Principal  
484 S. West Street, Pahrump, NV 89048  
Ph: 775-751-6822  
Fax: 775-751-6829

## **Nye County School District**

Kim Friel, Assistant Superintendent  
484 S. West Street, Pahrump, NV 89048  
Ph: 775-727-7743  
Fax: 775-727-7768

## **Pershing County School District**

Dave Pollard, Principal  
P.O. Box 389, Lovelock, NV 89419  
Ph: 775-273-4215  
Fax: 775-273-4280

## **Washoe County School District**

Victor Sherbondy, Principal  
1301 Cordone St.  
Reno, NV 89503  
Ph: 775-775-337-9939

## **White Pine County School District**





# Nevada Department of Education

Mark Bechtel, Assistant Superintendent  
1135 Avenue C. Ely, NV 89301  
Ph: 775-289-2999  
Fax: 775-289-1592

## Applicable NRS and NAC

### **STATE-APPROVED HIGH SCHOOL EQUIVALENCY ASSESSMENTS**

#### **NRS 385.448 Selection of assessment by State Board; eligibility to take assessment; permission of board of trustees required under certain circumstances; regulations.**

1. The State Board shall select an assessment which enables a person who satisfies the requirements of subsection 2 or 3, as applicable, to demonstrate that he or she has achieved an educational level which is an acceptable substitute for completing a high school education.

2. A person who:

(a) Is 17 years of age or older;

(b) If he or she is at least 17 years of age but less than 18 years of age, submits to the State Board written permission signed by his or her parent or legal guardian;

(c) Has not graduated from a high school;

(d) Is not currently enrolled in a high school; and

(e) Satisfies any other requirements prescribed by the State Board,

↪ may take the high school equivalency assessment selected by the State Board.

3. The board of trustees of a school district may, upon request and for good cause shown, grant permission to take the high school equivalency assessment selected by the State Board to a person who:



# Nevada Department of Education

- (a) Resides in the school district;
  - (b) Is at least 16 years of age but less than 17 years of age;
  - (c) Submits to the board of trustees' written permission signed by his or her parent or legal guardian;
  - (d) Has not graduated from a high school;
  - (e) Is not currently enrolled in a high school; and
  - (f) Satisfies any other requirements prescribed by the board of trustees.
4. The State Board may adopt regulations to carry out the provisions of this section.

(Added to NRS by [1997, 2488](#); A [2001, 1481](#); [2013, 3261](#))

**NRS 385.451 Disclosure of questions and answers prohibited; exceptions.** It is unlawful to disclose the questions contained in the high school equivalency assessment selected by the State Board pursuant to [NRS 385.448](#) and the approved answers used for grading the assessment except:

- 1. To the extent that disclosure is required in the Department's administration of the assessment.
- 2. That a disclosure may be made to a state officer who is a member of the Executive or Legislative branch to the extent that it is related to the performance of that officer's duties.

(Added to NRS by 1983, 768; A [2013, 3261](#))

**NRS 388.537 Alternative programs for pupils at risk of dropping out of school.**

- 1. The board of trustees of a school district may, subject to the approval of the Superintendent of Public Instruction, operate an alternative program for the education of pupils at risk of dropping out of school, including pupils who are enrolled in kindergarten or grades 1 to 12, inclusive.
- 2. The board of trustees of a school district may submit to the Department, in the form prescribed by the Department, a plan to operate an alternative program.
- 3. The Superintendent of Public Instruction shall review each plan to operate an alternative program submitted to the Department and approve or deny the plan. Approval by the Superintendent constitutes approval of each component of the plan for the alternative program.



# Nevada Department of Education

4. If a plan for an alternative program is denied by the Superintendent of Public Instruction, the board of trustees of a school district may appeal the decision of the Superintendent to the State Board. The State Board may approve or deny the plan for the alternative program upon appeal.

5. An alternative program may include:

(a) A shorter school day or an opportunity for pupils to attend a longer school day than that regularly provided in the school district. The alternative program must provide for a number of minutes of instruction that is equal to or greater than that which would be provided under a program consisting of 180 school days.

(b) An opportunity for pupils to attend classes of instruction during any part of the calendar year.

(c) A comprehensive curriculum that includes elective classes of instruction and career and technical education.

(d) An opportunity for pupils to obtain academic credit through experience gained at work or while engaged in other activities.

(e) An opportunity for pupils to satisfy either:

(1) The requirements for a regular high school diploma; or

(2) The requirements for an adult standard diploma.

(f) The provision of child care for the children of pupils.

(g) The transportation of pupils to and from classes of instruction.

(h) The placement of pupils for independent study pursuant to [NRS 389.155](#), if the board of trustees of the school district determines that the pupil would benefit from such placement.

## **NRS 388.575 Establishment of statewide program by Department of Education; requirements of statewide program.**

1. The Department of Education, after consulting with the Department of Corrections, shall:

(a) Adopt regulations that establish a statewide program of education for incarcerated persons; and

(b) Coordinate with and assist school districts in operating programs of education for incarcerated persons.

2. The statewide program may include courses of study for:

(a) A high school diploma;

(b) Basic literacy;

(c) English as a second language;

(d) High School Equivalency;



# Nevada Department of Education

- (e) Life skills;
- (f) Career and technical education; and
- (g) Postsecondary education.

3. The statewide program does not include the programs of general education, vocational education and training established by the Board of State Prison Commissioners pursuant to [NRS 209.389](#).

4. The statewide program must establish:

(a) Standards for each course of study that set forth the:

- (1) Curriculum;
- (2) Qualifications for entry; and
- (3) Evaluation of incarcerated persons for placement; and

(b) Procedures to ensure that an incarcerated person who earns credits in a program of education for incarcerated persons operated by a school district at a facility or institution shall, if transferred to a different facility or institution, transfer those credits to the program operated by a school district at that facility or institution.

5. As used in this section, “High School Equivalency” means preparation for and administration of the standardized examinations or other high school equivalency assessments that enable persons who have not graduated from high school to demonstrate that they have achieved an educational level which denotes competency in core curriculum. The term includes programs for obtaining a general educational development certificate or an equivalent document.

(Added to NRS by [2003, 1363](#); A [2005, 1050](#); [2013, 3266](#))

**NAC 385.402 Purpose.** ([NRS 385.080, 385.448](#)) The high school equivalency assessments selected by the State Board pursuant to NRS 385.448 enable persons who have not graduated from high school to demonstrate that they have achieved an educational level which is an acceptable substitute for completing a high school education.

[Bd. of Education, eff. 1-9-81]

**NAC 385.404 Eligibility to take tests; duties of school district.** ([NRS 385.080, 385.448](#))

1. Any person who:



# Nevada Department of Education

(a) Is 17 years of age or older;

(b) Has not graduated from a high school in the United States which is accredited by a regional association; and

(c) Is not currently enrolled in a high school,

↳ is eligible to take an assessment to determine the person's high school equivalency if he or she otherwise complies with the provisions of [NRS 385.448](#). No minimum period of residence in this State is required of an applicant before he or she takes an assessment.

2. The board of trustees of a school district may, upon request and for good cause shown, grant permission to take a high school equivalency assessment to a person who resides in the school district and who is at least 16 years of age but less than 17 years of age if the person satisfies the requirements of subsection 2 of [NRS 385.448](#).

3. A school district shall adhere to the policies of the high school equivalency assessment service that the high school equivalency assessment must not be used as part of a high school program or used as a high school exit examination.

4. A school district shall not allow a person who passes a high school equivalency assessment to waive the units of credit required for a standard high school diploma.

5. A person who is at least 18 years of age and who passes a high school equivalency assessment may, in accordance with [NAC 389.694](#), waive the units of credit required for an adult standard diploma.

6. A person who is at least 17 years of age but less than 18 years of age and who is enrolled in an alternative program for the education of pupils at risk of dropping out of school established by a school district pursuant to NRS 388.537 may, in accordance with NAC 389.694, waive the units of credit required for an adult standard diploma.

[Bd. of Education, eff. 1-9-81]—(NAC A 3-9-88; R032-98, 5-29-98; R029-01, 11-1-2001; R134-07, 6-17-2008)

## **NAC 385.406 Identification required.** ([NRS 385.080](#), [385.448](#))

1. An applicant to take a high school equivalency assessment must provide valid identification. An acceptable kind of identification is a document containing the applicant's photograph, such as a current driver's license.



# Nevada Department of Education

2. Before an applicant is admitted to take an assessment, the proctor who will conduct the assessment shall compare the signature on the document which the applicant presents as identification with the signature on his or her application to take the assessment.

[Bd. of Education, eff. 1-9-81]

**NAC 385.408 Minimum passing scores.** ([NRS 385.080](#), [385.448](#)) 1. Pursuant to NRS 385.448, the State Board hereby selects the following as high school equivalency assessments:

- (a) The General Educational Development Test;
- (b) The HiSET Exam; and
- (c) The Test Assessing Secondary Completion.

2. The minimum passing score:

- (a) For the General Educational Development Test is a standard score of 150 on each of the four subtests.
- (b) For the HiSET Exam is a standard score of 8 on each of the five subtests and an average standard score of 9 on the five subtests.
- (c) For the Test Assessing Secondary Completion is a standard score of 500 on each of the five subtests.

[Bd. of Education, eff. 1-9-81]—(NAC A by R061-97, 12-10-97; R194-01, 4-1-2002)

**NAC 385.410 Initial testing and retesting.** ([NRS 385.080](#), [385.448](#))

1. An applicant who takes a high school equivalency assessment for the first time must complete the entire battery of subtests before the applicant may be retested on any of the subtests.

2. An applicant who completes his or her initial assessment but fails to achieve the minimum scores may be retested on the entire battery of subtests or on the individual subtest or subtests which the applicant failed. If an applicant to be retested was initially tested with an edition in the English language, a different form of the edition must be used for the retest.

3. An applicant may be retested any number of times, although the availability of alternative forms of the assessment may limit the number of possible retests in any 12-month period.

[Bd. of Education, eff. 3-20-76; A 1-9-81]



# Nevada Department of Education

**NAC 385.420 Certificate of educational equivalence.** ([NRS 385.080](#), [385.448](#)) A test site that has been approved by the Department to administer the high school equivalency assessments may administer such assessments. A certificate of educational equivalence will be issued without charge to any person who passes an assessment in a manner determined by the Department.

[Bd. of Education, eff. 3-20-76; A 1-9-81]—(NAC A 3-9-88; R013-06, 8-31-2007)

**NAC 387.190 Adult high school program.** ([NRS 385.080](#), [387.123](#))

1. A person who:

(a) Is at least 18 years of age or who meets the requirements for participation in a program of education for incarcerated persons established pursuant to NAC 388.676;

(b) Has not received his or her high school diploma; and

(c) Is not currently enrolled in a high school, may be enrolled as a pupil in an adult high school program designed to enable him or her to obtain a diploma.

3. A person who is at least 16 years of age but less than 18 years of age and who participates in an alternative program for the education of pupils at risk of dropping out of school pursuant to NRS 388.537 may enroll in an adult high school program with the approval of the board of trustees of the school district in which the pupil is enrolled only for the purpose of preparing to take a high school equivalency assessment.

4. Before commencing an adult high school program, a school district must apply to the Department for permission to conduct the program. The application must be made on a form provided by the Department and include the:

(a) Name of the course to be taught; and

(b) Proposed beginning and ending dates for each class. [Dep't of Education, Pupil Accounting Reg., eff. 12-15-77]—(NAC A by Bd. of Education, 9-6-83; 6-23-86; R033-99, 11-3-99; R029-01, 11-1-2001; R134-07, 6-17-2008)

6. The board of trustees of a school district may operate an alternative program pursuant to this section through a program of distance education pursuant to [NRS 388.820](#) to [388.874](#), inclusive.

(Added to NRS by 1993, 458; A [2001, 3156](#); [2005, 1050](#); [2007, 1991](#))

**NAC 387.330 Adult high school program: Standards; enrollment and attendance; allocation of money by Department.** ([NRS 385.080](#), [387.123](#))

1. An adult high school program must be operated in accordance with the standards prescribed in [NAC 387.190](#) and any additional standards prescribed by the Department. A school



# Nevada Department of Education

district that offers a program for pupils to obtain an adult standard diploma shall maintain a register of enrolled pupils and a list of classes that are offered.

2. Enrollment and attendance for each class must be recorded in the class record book in the manner prescribed in [NAC 387.165](#).

3. Reports of enrollment and attendance must be submitted to the Department:

- (a) On a form prescribed by the Department for that purpose; and
- (b) Annually on the date prescribed by the Department.

4. The Department shall determine the amount of money allocated to a school district that operates a program for pupils to obtain an adult standard diploma based upon a plan or formula developed by the Department to ensure that money is distributed equitably and in a manner that allows accounting for the expenditures of school districts.

[Dep't of Education, Pupil Accounting Reg., eff. 12-15-77]—(NAC A by Bd. of Education, 9-6-83; 6-23-86; R033-99, 11-3-99; R029-01, 11-1-2001; R134-07, 6-17

**NAC 389.017 “Adult standard diploma” defined.** ([NRS 385.080](#)) “Adult standard diploma” means a diploma which evidences the graduation from high school of a person who has met the requirements for graduation through:

1. An adult high school program established by a school district; or
2. An alternative program for the education of pupils at risk of dropping out of school established by a school district pursuant to [NRS 388.537](#).

(Added to NAC by Bd. of Education, eff. 12-16-82; A by R067-97, 12-10-97; R134-07, 6-17-2008)

**NAC 389.670 Credit granted for performance on examination in lieu of course attendance:** Board of trustees required to prescribe application and eligible courses of study; effect of pupil’s withdrawal from school; authority of State Board to review examination and minimum score required. ([NRS 385.080](#), [385.110](#), [389.171](#))

1. The board of trustees of each school district shall prescribe an application for pupils to apply for credit for a specific course of study without having attended the regularly scheduled classes in the course pursuant to [NRS 389.171](#). The application must include, without limitation, the:

- (a) First and last name of the pupil;
- (b) Identifying information for the pupil, including, without limitation, the date of birth, individual identification number, ethnicity and gender of the pupil;
- (c) Grade level of the pupil;
- (d) Home telephone number of the pupil;
- (e) Name and identification number of the school in which the pupil is enrolled;
- (f) Signature of the school counselor at the school in which the pupil is enrolled; and
- (g) Name and number of the course of study for which the application is submitted.

2. The board of trustees of each school district shall prescribe the specific courses of study for which a pupil may be granted credit without having attended the regularly scheduled classes in the course pursuant to [NRS 389.171](#), including, without limitation, Algebra I, Algebra II, geometry, trigonometry, computer literacy, English I, English II, English III, English IV, principles of science, life science, physical science, health, history of the United States, world history, government of the United States, sociology and foreign languages. The board of trustees





# Nevada Department of Education

of each school district shall make available to school counselors, pupils and parents of pupils a list of the courses of study prescribed pursuant to this subsection.

3. The board of trustees of each school district shall:

(a) For the purposes of paragraph (a) of subsection 1 of [NRS 389.171](#), establish a committee of teachers and administrators to select an appropriate examination for each course of study prescribed pursuant to subsection 2. The examination must be based on the standards of content and performance prescribed for that course and the curriculum for that course adopted by the school district.

(b) For the purposes of paragraph (b) of subsection 1 of [NRS 389.171](#), review and approve the examination developed by the principal and the pupil's teacher who provides instruction in the course for which credit is being sought.

(c) For the purposes of paragraph (c) of subsection 1 of [NRS 389.171](#), review and approve the examination which the principal determines to be as rigorous or more rigorous than the examination selected pursuant to paragraph (a).

(d) Prescribe a minimum score of not less than 70 which a pupil must achieve on an examination approved pursuant to paragraph (a), (b) or (c) of subsection 1 of [NRS 389.171](#) to receive credit without having attended the regularly scheduled classes in the course. The minimum score must be established using objective criteria to ensure that a pupil demonstrates his or her proficiency to meet the objectives of the course.

4. If a pupil who is deficient in a particular area or areas of a course of study wishes to receive credit for the course of study pursuant to paragraph (b) of subsection 1 of [NRS 389.171](#), the pupil must submit the application prescribed by the board of trustees of the school district pursuant to subsection 1:

(a) Except as otherwise provided in paragraph (b), before the beginning of the school year immediately succeeding the school year in which the pupil was enrolled in the course.

(b) Within 1 school year after the end of the course if the application includes evidence of the pupil's completion during that year of not less than 20 hours of remedial study in the area or areas of the course in which the pupil is deficient.

5. A pupil who withdraws from a school during the school year and does not reenroll in the school from which he or she withdrew or who does not enroll in another school in this State before the end of the current semester or trimester, as applicable, is not eligible to receive credit for a course of study pursuant to [NRS 389.171](#).

6. The State Board of Education may review:

(a) Any examination for which a pupil may receive credit for a course of study without having attended the regularly scheduled classes in the course pursuant to [NRS 389.171](#); and

(b) The minimum score required on any such examination.

(Added to NAC by Bd. of Education, eff. 12-16-82; A by R134-07, 6-17-2008; R024-09, 10-27-2009; R041-11, 12-30-2011)

## **NAC 389.688 Requirements for adult standard diploma. ([NRS 385.080](#), [385.110](#))**

1. A school district may award an adult standard diploma to a person who:

(a) Withdrew from high school before the person's graduation and was not eligible to graduate with his or her class, or participated in an alternative program for the education of pupils at risk of dropping out of school established by a school district pursuant to [NRS 388.537](#);

(b) Has passed the high school proficiency examination which is administered to pupils pursuant to [NRS 389.015](#);



# Nevada Department of Education

(c) Has earned, in high school, in an adult high school program or in an alternative program for the education of pupils at risk of dropping out of school established by a school district pursuant to [NRS 388.537](#), or waived, the units of credit required in subsection 2; and

(d) Is 18 years of age or older at the time of the award or is 17 years of age but less than 18 years of age and participates in an alternative program for the education of pupils at risk of dropping out of school pursuant to [NRS 388.537](#).

2. Except as otherwise provided in subsection 3, the units of credit which a person must have earned or waived to be qualified to receive an adult standard diploma are a total of 13 units for required courses and a total of 7 1/2 units for elective courses. The person must have earned or waived his or her units for the required courses in accordance with the following table:

Required Course	Minimum Number of Units
American government.....	1
American history.....	1
Arts and humanities, or career and technical education.....	1
English.....	4
Health education.....	1/2
Mathematics.....	3
Science.....	2
Use of computers.....	1/2
TOTAL:	13

**NAC 389.690 Credit received through adult high school program applicable toward adult standard diploma. ([NRS 385.080](#), [385.110](#))**

1. Units of credit earned by a person through an adult high school program may be applied toward meeting the requirements for an adult standard diploma only if the course in which the units were earned was:

- (a) Taught in a school district of this State; or
- (b) Equivalent to a regular course offered in the high school where the diploma will be issued, and the course is approved by the principal of the high school for that purpose.

2. As used in this section, “adult high school program” means instruction or training provided at or below the level of a secondary school for persons who:

- (a) Are at least 18 years of age and who have not completed high school.
- (b) Are 17 years of age but less than 18 years of age and participate in an alternative program for the education of pupils at risk of dropping out of school pursuant to [NRS 388.537](#).
- (c) Are 16 years of age and authorized to attend an adult high school program pursuant to [NAC 389.695](#).

(Added to NAC by Bd. of Education, eff. 12-16-82; A by R067-97, 12-10-97; R029-01, 11-1-2001; R134-07, 6-17-2008)



# Nevada Department of Education

## **NAC 389.694 Waiver of credits for adult standard diploma. (NRS 385.080, 385.448)**

1. Except as otherwise provided in this section, a person who is 18 years of age or older and who seeks an adult standard diploma may waive units of credit for language arts, mathematics, science and social studies by taking a high school equivalency assessment in those subjects. A person who seeks an adult standard diploma who is at least 17 years of age but less than 18 years of age and who is enrolled in an alternative program for the education of pupils at risk of dropping out of school established by a school district pursuant to NRS 388.537 may waive units of credit pursuant to this section.

2. The maximum number of credits which may be waived in the areas of [English,] language arts, mathematics and science must be based on the number of credits previously earned which meet the minimum requirements for course content outlined in NAC 389.450 to 389.511, inclusive, and the credits waived upon the completion of a high school equivalency assessment selected pursuant to NRS 385.448.

3. Credits in elective courses may be waived only in the area of social studies. The maximum number of credits which may be waived in the area of social studies must be based on a high school equivalency assessment selected pursuant to NRS 385.448

4. The following tables set forth the scores which a person must achieve on a high school equivalency assessment to waive credits in required and elective courses and the corresponding number of units which may be waived:

### **General Educational Development Test (2002 Series)**

Subject	Designation of Test	Maximum Number of Units	
		For Score of 450 to 499.9	For Score of 500 or higher
English	I and IV (average)	2	4
Mathematics	V	1	3
Science	III	1	2
Social Studies	II	1	2

### **General Educational Development Test (2014 Series)**

Subject	Designation of Test	Maximum Number of Units	
		For Score of 150 to 162	For Score of 163 or higher
Language Arts	I	2	4
Mathematics	II	1	3
Science	III	1	2
Social Studies	IV	1	2



# Nevada Department of Education

## HiSET Exam (2014 Series)

		Maximum Number of Units	
Designation of Subject	Test	For Score of 10 or 11	For Score of 12 or higher
Language Arts	I and V (average)	2	4
Mathematics	II	1	3
Science	III	1	2
Social Studies	IV	1	2

## Test Assessing Secondary Completion (2014 Series)

		Maximum Number of Units	
Designation of Subject	Test	For Score of 500 to 529	For Score of 530 or higher
Language Arts	I and V (average)	2	4
Mathematics	II	1	3
Science	III	1	2
Social Studies	IV	1	2

**NAC 389.695 Attendance at adult high school program for test preparation. (NRS 385.080, 385.448)** The board of trustees of a school district may allow a person who is at least 16 years of age but less than 18 years of age who has withdrawn from high school so that he or she may take a high school equivalency assessment to attend an adult high school program only for the purpose of test preparation.

**NAC 389.710 “Independent study” defined. (NRS 385.080, 389.155)** As used in [NAC 389.710](#) to [389.750](#), inclusive, unless the context otherwise requires, “independent study” means the method by which a pupil may complete a required or elective course outside of the normal classroom setting that is consistent with the course of study prescribed by the State Board.

(Added to NAC by Bd. of Education by R051-98, eff. 9-9-98; A by R134-07, 6-17-2008)

**NAC 389.720 Plan to operate program; approval or denial of plan; written policy; system of recordkeeping. (NRS 385.080, 389.155)**

1. The board of trustees of a school district may submit to the Department of Education, in the form prescribed by the Department, a plan to operate a program of independent study. The program of independent study must contain the information prescribed in subsection 3 and must be offered as part of:

- (a) An adult high school program;
- (b) An alternative program for the education of pupils at risk of dropping out of school;
- (c) A program of distance education; or



# Nevada Department of Education

(d) Any other educational program offered by the school district.

2. The Superintendent of Public Instruction shall review each plan to operate a program of independent study submitted to the Department of Education and approve or deny the plan. If the plan is denied by the Superintendent, the school district may appeal the decision of the Superintendent to the State Board of Education. The State Board may approve or deny the plan for a program of independent study upon appeal.

3. The board of trustees of a school district which provides for independent study shall:

(a) Develop a written policy for independent study, which must include, without limitation, the process by which a pupil may appeal a decision by the board of trustees which denies the pupil from enrolling in a course of independent study.

(b) Establish a system of recordkeeping for each pupil enrolled in a course of independent study. For each course that a pupil participates in, the record must include, without limitation:

(1) A copy of the written agreement required pursuant to [NAC 389.750](#);

(2) A record of all communication between the pupil and the teacher;

(3) A record of the assignments that the pupil has completed; and

(4) A copy of the record which indicates the final grade and the number of units of credit earned by the pupil.

(Added to NAC by Bd. of Education by R051-98, eff. 9-9-98; A by R134-07, 6-17-2008)

## **NAC 389.730 Courses allowed; courses outside school district.** ([NRS 385.080](#), [389.155](#))

1. A pupil who is enrolled in school or in an alternative program pursuant to [NRS 388.537](#), an adult high school program approved pursuant to [NAC 387.190](#) or a program of distance education established by a school district may complete any required or elective course by independent study if the board of trustees of the school district in which the pupil is enrolled provides for independent study in accordance with [NAC 389.710](#) to [389.750](#), inclusive.

2. A course of independent study may be taken at a location outside of the school district in which the pupil is enrolled upon the written approval of the board of trustees of the school district in which the pupil is enrolled.

(Added to NAC by Bd. of Education by R051-98, eff. 9-9-98; A by R218-99, 5-4-2000; R134-07, 6-17-2008)

## **NAC 389.740 Licensing of instructors; supervision required for certain courses.** ([NRS 385.080](#), [389.155](#))

1. The instructor of record for a course of independent study must be a person who is licensed to teach in this State.

2. If the board of trustees of a school district that provides for independent study determines that an activity which is part of the course of independent study constitutes a risk to the health or safety of a pupil who is enrolled in the course, the course must be supervised by a person who has been approved by the board of trustees.

(Added to NAC by Bd. of Education by R051-98, eff. 9-9-98)

## **NAC 389.750 Written agreement with pupil.** ([NRS 385.080](#), [389.155](#))

1. A pupil shall enter into a written agreement with the teacher of the course of independent study or the board of trustees of the school district or its designee before the pupil may begin a course or program of independent study. A pupil may enter into a written agreement if the pupil participates in:



# Nevada Department of Education

- (a) An adult high school program;
  - (b) An alternative program;
  - (c) A program of distance education; or
  - (d) Any other educational program offered by the school district.
2. Such an agreement must include, without limitation:
- (a) The objectives of the course or program.
  - (b) A timeline for the completion of the assigned course work.
  - (c) A schedule of the communications between the pupil and the teacher that satisfies the requirements of subparagraph (2) of paragraph (a) of subsection 2 of [NRS 389.155](#).
  - (d) The method by which the teacher will assess the learning of the pupil.
- (e) If a pupil is under 18 years of age, the written approval of a parent or guardian of the pupil to participate in the course of independent study.
- (Added to NAC by Bd. of Education by R051-98, eff. 9-9-98; A by R218-99, 5-4-2000; R134-07, 6-17-2008)

## **PROGRAMS OF EDUCATION FOR INCARCERATED PERSONS**

### **NAC 387.190 Adult high school program. ([NRS 385.080](#), [387.123](#))**

1. A person who:
  - (a) Is at least 18 years of age or who meets the requirements for participation in a program of education for incarcerated persons established pursuant to [NAC 388.676](#);
  - (b) Has not received his or her high school diploma; and
  - (c) Is not currently enrolled in a high school,→ may be enrolled as a pupil in an adult high school program designed to enable him or her to obtain a diploma.
2. A person who is 17 years of age but less than 18 years of age and who participates in an alternative program for the education of pupils at risk of dropping out of school pursuant to [NRS 388.537](#) may enroll in an adult high school program with the approval of the board of trustees of the school district in which the pupil is enrolled.
3. Before commencing an adult high school program, a school district must apply to the Department for permission to conduct the program. The application must be made on a form provided by the Department and include the:
  - (a) Name of the course to be taught; and
  - (b) Proposed beginning and ending dates for each class.
4. The Superintendent of Public Instruction shall review each application to operate an adult high school program submitted to the Department and approve or deny the application. If the application is denied by the Superintendent, the school district may appeal the decision of the Superintendent to the State Board of Education. The State Board may approve or deny the application for an adult high school program upon appeal.
5. An application that has been approved by the Superintendent of Public Instruction or the State Board of Education pursuant to subsection 4 remains in effect for 5 years after the date of approval. The board of trustees of a school district shall update its plan to operate an adult high school program at least once annually if a substantive change is made to the plan.
6. A class that is part of an approved program may begin or end at any time during the school year.



# Nevada Department of Education

7. A school district that offers an adult high school program shall offer a sufficient number of required and elective courses for a pupil enrolled in the program to obtain the credits necessary to receive an adult standard diploma. Such required and elective courses must include the content identified in the school district's approved curriculum.

[Dep't of Education, Pupil Accounting Reg., eff. 12-15-77]—(NAC A by Bd. of Education, 9-6-83; 6-23-86; R033-99, 11-3-99; R029-01, 11-1-2001; R134-07, 6-17-2008)

## **NAC 387.330 Adult high school program: Standards; enrollment and attendance; allocation of money by Department. ([NRS 385.080](#), [387.123](#))**

1. An adult high school program must be operated in accordance with the standards prescribed in [NAC 387.190](#) and any additional standards prescribed by the Department. A school district that offers a program for pupils to obtain an adult standard diploma shall maintain a register of enrolled pupils and a list of classes that are offered.

2. Enrollment and attendance for each class must be recorded in the class record book in the manner prescribed in [NAC 387.165](#).

3. Reports of enrollment and attendance must be submitted to the Department:

(a) On a form prescribed by the Department for that purpose; and

(b) Annually on the date prescribed by the Department.

4. The Department shall determine the amount of money allocated to a school district that operates a program for pupils to obtain an adult standard diploma based upon a plan or formula developed by the Department to ensure that money is distributed equitably and in a manner that allows accounting for the expenditures of school districts.

[Dep't of Education, Pupil Accounting Reg., eff. 12-15-77]—(NAC A by Bd. of Education, 9-6-83; 6-23-86; R033-99, 11-3-99; R029-01, 11-1-2001; R134-07, 6-17

**NAC 388.670 Definitions. ([NRS 388.575](#))** As used in [NAC 388.670](#) to [388.680](#), inclusive, unless the context otherwise requires, the words and terms defined in [NAC 388.672](#) and [388.674](#) have the meanings ascribed to them in those sections.

(Added to NAC by Bd. of Education by R044-04, eff. 7-16-2004)

**NAC 388.672 “Incarcerated persons” defined. ([NRS 388.575](#))** “Incarcerated persons” has the meaning ascribed to it in [NRS 388.573](#).

(Added to NAC by Bd. of Education by R044-04, eff. 7-16-2004)

**NAC 388.674 “Program of education” defined. ([NRS 388.575](#))** “Program of education” means a program of education for incarcerated persons operated by the board of trustees of a school district pursuant to [NRS 388.573](#) to [388.583](#), inclusive, and [NAC 388.670](#) to [388.680](#), inclusive, in a facility or institution operated by the Department of Corrections.

(Added to NAC by Bd. of Education by R044-04, eff. 7-16-2004)

**NAC 388.676 Establishment of Statewide Program; general requirements for and eligibility to participate in program. ([NRS 388.575](#))**

1. The Statewide Program of Education for Incarcerated Persons is hereby established pursuant to [NRS 388.575](#).



# Nevada Department of Education

2. The Statewide Program and each program of education must:
  - (a) Be operated in accordance with the standards prescribed in [NAC 387.190](#) and subsections 1, 2 and 3 of [NAC 387.330](#) for an adult high school program;
  - (b) Comply with the applicable standards adopted by the State Board of Education; and
  - (c) Comply with the requirements for an adult standard diploma set forth in [NAC 389.688](#) to [389.699](#), inclusive.
3. An incarcerated person is eligible for participation in a program of education if he or she:
  - (a) Is:
    - (1) Eighteen years of age or older; or
    - (2) Less than 18 years of age and is excluded from the jurisdiction of a juvenile court pursuant to [NRS 62B.330](#) or is certified for criminal proceedings as an adult pursuant to [NRS 62B.390](#) or [62B.400](#);
  - (b) Has not graduated from a high school; and
  - (c) Is not currently enrolled in a high school.
4. A facility or institution operated by the Department of Corrections that offers a program of education shall use the Comprehensive Adult Student Assessment System to evaluate and determine the placement of incarcerated persons in a program of education.  
(Added to NAC by Bd. of Education by R044-04, eff. 7-16-2004; A by R134-07, 6-17-2008)

**NAC 388.678 Transfer of incarcerated person to another facility or institution within State; credit for successful completion of course. ([NRS 388.575](#))**

1. If an incarcerated person who has earned credits in a program of education is transferred to another facility or institution within this State, all credits earned by that incarcerated person must be transferred to another program of education operated within the facility or institution to which the incarcerated person is transferred if the requirements of this section are satisfied.
2. An incarcerated person who is participating in a program of education and who is transferred from a facility or institution to another facility or institution shall:
  - (a) Notify the educational personnel who operate the program of education at the facility or institution in which the person is currently incarcerated of his or her pending transfer; and
  - (b) Return all textbooks and other school property to that facility or institution.
3. An incarcerated person who is participating in a program of education and who is transferred from a facility or institution to another facility or institution in this State shall, if he or she desires to participate in a program of education at the facility or institution to which he or she is transferred, notify the educational department at that facility or institution as soon as possible of his or her previous participation in a program of education. An incarcerated person may satisfy the notice required by this subsection by appearing in person or by submitting an inmate request form DOC-2049. Upon receipt of such notice, the educational personnel at the facility or institution to which the incarcerated person was transferred shall request the class records and schedules for the incarcerated person from the facility or institution in which the person was previously incarcerated. To the extent practicable, the incarcerated person must be placed in classes that are comparable to the classes which he or she was previously attending so that the incarcerated person may continue his or her course of study with minimal disruption.
4. If a facility or institution receives a request for records for an incarcerated person pursuant to subsection 3, the educational personnel of the program of education at the facility or institution in which that person was previously incarcerated shall make available to the facility or institution to which the incarcerated person was transferred the appropriate educational records





# Nevada Department of Education

of the incarcerated person, including, without limitation, enrollment in courses, status of completion of competency for each course, grades received and credit awarded. Such information must be made available within a reasonable time to allow continuity of the educational program for the incarcerated person.

5. Upon successful completion of a course by an incarcerated person in a program of education, the facility or institution in which the person is incarcerated shall credit those courses to his or her transcript.

(Added to NAC by Bd. of Education by R044-04, eff. 7-16-2004)

**NRS 388.573 “Incarcerated persons” defined.** As used in [NRS 388.573](#) to [388.583](#), inclusive, unless the context otherwise requires, “incarcerated persons” means persons who are incarcerated in a facility or institution operated by the Department of Corrections.

(Added to NRS by [2003, 1363](#))

**NRS 388.575 Establishment of statewide program by Department of Education; requirements of statewide program.**

1. The Department of Education, after consulting with the Department of Corrections, shall:

(a) Adopt regulations that establish a statewide program of education for incarcerated persons; and

(b) Coordinate with and assist school districts in operating programs of education for incarcerated persons.

2. The statewide program may include courses of study for:

(a) A high school diploma;

(b) Basic literacy;

(c) English as a second language;

(d) General educational development;

(e) Life skills;

(f) Career and technical education; and

(g) Postsecondary education.

3. The statewide program does not include the programs of general education, vocational education and training established by the Board of State Prison Commissioners pursuant to [NRS 209.389](#).

4. The statewide program must establish:

(a) Standards for each course of study that set forth the:

(1) Curriculum;

(2) Qualifications for entry; and

(3) Evaluation of incarcerated persons for placement; and

(b) Procedures to ensure that an incarcerated person who earns credits in a program of education for incarcerated persons operated by a school district at a facility or institution shall, if transferred to a different facility or institution, transfer those credits to the program operated by a school district at that facility or institution.

5. As used in this section, “general educational development” means preparation for and administration of the standardized examinations that enable persons who have not graduated from high school to demonstrate that they have achieved an educational level which denotes



# Nevada Department of Education

competency in core curriculum. The term includes programs for obtaining a general educational development certificate.

(Added to NRS by [2003, 1363](#); A [2005, 1050](#))

**NRS 388.577 Fund for Programs of Education for Incarcerated Persons: Creation; administration; use of money; limitations on use; allocation of money to certain school districts.**

1. There is hereby created in the State Treasury the Fund for Programs of Education for Incarcerated Persons. The Fund is administered by the State Board. The Superintendent of Public Instruction may accept gifts and grants of money from any source for deposit in the Fund. The interest and income earned on the money in the Fund, after deducting any applicable charges, must be credited to the Fund.

2. Money in the Fund must be used for programs of education for incarcerated persons.

3. Money in the Fund must not be:

(a) Considered in negotiations between a recognized organization of employees of a school district and the school district; or

(b) Used to reduce the amount of money which would otherwise be made available for programs of education for incarcerated persons in the absence of this section.

4. The Department shall establish a formula for equitably allocating money from the Fund to each school district that operates a program of education for incarcerated persons.

5. The State Board shall establish annually, within the limits of money available in the Fund, a basic allocation to each school district that operates a program of education for incarcerated persons.

(Added to NRS by [2003, 1364](#))

**NRS 388.579 Boards of trustees of school districts authorized to operate program; compliance with statewide program; conditions for receipt of money from Fund.**

1. The board of trustees of a school district may, with the cooperation of the Department of Corrections, operate a program of education for incarcerated persons in any facility or institution operated by the Department of Corrections in the county of the school district.

2. A school district that operates a program of education for incarcerated persons shall:

(a) Comply with the standards for such programs established by the Department of Education in the statewide program established pursuant to [NRS 388.575](#);

(b) As a condition for obtaining an allocation from the Fund for Programs of Education for Incarcerated Persons, submit to the Department of Education:

(1) An application to operate such a program; and

(2) A detailed budget for the program; and

(c) If the school district receives an allocation from the Fund, obtain the approval of the Department of Education before it makes any changes in categorical expenditures.

(Added to NRS by [2003, 1364](#))

**NRS 388.582 Board of Regents authorized to offer certain courses to incarcerated persons.** The Board of Regents of the University of Nevada may, with the cooperation of the Department of Corrections, offer courses that lead to a postsecondary degree for incarcerated persons in any facility or institution operated by the Department of Corrections.

(Added to NRS by [2003, 1365](#))



# Nevada Department of Education

**NRS 388.583 Interagency panel required to be convened if employee of school district who conducts program is excluded from facility or institution operated by Department of Corrections; final decision of panel.**

1. If a manager or warden excludes from the facility or institution a person employed by a school district to operate a program of education for incarcerated persons in the facility or institution, an interagency panel must be convened.

2. The interagency panel must:

(a) Consist of:

- (1) The Director of the Department of Corrections or the Director's designee;
- (2) The Superintendent of Public Instruction or the Superintendent's designee; and
- (3) The immediate supervisor of the person employed by the school district.

(b) Conduct a hearing in compliance with all applicable provisions of [chapter 233B](#) of NRS.

3. The decision of the interagency panel is a final decision in a contested case.

(Added to NRS by [2003, 1365](#))

## CUSTODY, CARE AND EDUCATION OF OFFENDERS

**NRS 209.387 Legislative findings and declarations regarding programs for education of offenders.** The Legislature finds and declares that the program for general education of offenders and the program of education of offenders in English as a second language are acts of grace of the State. No offender has a right to participate in such a program, and it is not intended that the establishment of such programs create any such right or interest in liberty or property or establish a basis for any cause of action against the State, its political subdivisions, agencies, boards, commissions, departments, officers or employees.

(Added to NRS by 1993, 2516)

**NRS 209.389 Board to establish programs for general education, vocational education and training and other rehabilitation.**

1. The Board shall establish by regulation programs of general education, vocational education and training and other rehabilitation for offenders.

2. The regulations must take appropriate account of the following matters:

- (a) The educational level and needs of offenders;
- (b) Opportunities for employment when the offender is released from custody;
- (c) Interests of offenders; and
- (d) The number of offenders desiring participation in such programs.

3. The regulations must provide for an assessment of these programs at least every 3 years by qualified persons, professional groups or trade associations.

4. No offender has a right to be admitted to a program of education, vocational education and training or other rehabilitation programs established pursuant to this section, and it is not intended that the establishment of such programs or the failure to establish such programs creates any right or interest in liberty or property or establishes a basis for any cause of action against the State, its political subdivisions, agencies, boards, commissions, departments officers or employees.

(Added to NRS by 1979, 308; A 1979, 1379; 1989, 1884)



# Nevada Department of Education

**NRS 209.391 Director to administer programs of education, training and rehabilitation, to establish programs for counseling, research, statistics and planning and to purchase textbooks.** The Director shall:

1. Establish programs to provide medical, psychological, psychiatric and other appropriate forms of counseling to offenders under the jurisdiction of the Department in accordance with classification requirements.

2. Administer programs of general education, vocational training and other rehabilitation for offenders established by the Board.

3. Within the limits of legislative appropriations, purchase textbooks for use by offenders who are enrolled in courses of general education and vocational training offered by any branch or facility of the Nevada System of Higher Education. Any textbooks purchased pursuant to this section must remain the property of the State and must be reissued to offenders as appropriate.

4. Within the limits of legislative appropriations, establish programs of research, statistics and planning to:

(a) Determine and review periodically the effectiveness of the Department's programs of education, vocational training and other rehabilitation for offenders;

(b) Provide annually, and at other times when so requested, to the Board, the Governor and the Legislature information pertaining to:

(1) The number of offenders who are participating in and who complete those programs;

(2) The effectiveness of those programs in accomplishing their purposes; and

(3) The number of offenders who are returned to prison after their release; and

(c) Effect appropriate changes in the programs established by the Board.

(Added to NRS by 1977, 850; A 1979, 309, 1379; 1987, 1174; 1993, 365)