



## **SANTIAGO CANYON COLLEGE – ORANGE EDUCATION CENTER**

1465 N. BATAVIA STREET, ORANGE, CA 92867

COUNSELING OFFICE (714) 628-5929

ASSESSMENT CENTER (714) 628-5922

ADMISSIONS & RECORDS OFFICE (714) 628-5900

**24HR HSS INFORMATION LINE (714) 628-5940**

### **HOW TO GET A HIGH SCHOOL DIPLOMA OR PREPARE FOR THE GED**

If you are an adult (at least 18 years of age) and are interested in getting your high school diploma or taking preparation courses to take the GED EXAM, **you must** schedule an appointment to take the **HSS Placement Assessment** at our Center. The assessment will assist a counselor in determining the appropriate class level for you. If you wish to transfer credits for classes you have already completed at an accredited secondary school, you must bring in a transcript (an official transcript will be required in order to receive a high school diploma through our program). Classes are FREE and are open entry/open exit throughout the year. A counselor will discuss the specifics about **your credit** requirements and class schedule with you after you have taken the placement assessment.

### **PROCEDURES TO TAKE THE HSS PLACEMENT ASSESSMENT**

- 1) Visit or call the Counseling Office for general High School Subjects program information (such as credit, age or transcript requirements) and fill out registration form.
- 2) Visit the Admissions and Records office or call (714) 628-5900, to make an appointment to take the placement assessment.
- 3) On your assessment date you will be required to schedule a follow up appointment to attend the counseling group orientation.

**Please, no children allowed in the testing room. Thank you for your cooperation.**

#### **HSS PLACEMENT ASSESSMENT TEST DATES**

**APPROXIMATELY 2 ½ HOURS DURATION**

<b><u>DAY/DATE</u></b>	<b><u>TIME</u></b>	<b><u>ROOM</u></b>
___ Wednesday, February 1	1:00PM	RM 120
___ Monday, February 6	1:00PM	RM 120
___ Wednesday, February 8	1:00PM	RM 120
___ Monday, February 13	1:00PM	RM 120
___ Wednesday, February 15	1:00PM	RM 120
___ Wednesday, February 22	1:00PM	RM 120
___ Monday, February 27	1:00PM	RM 120
___ Wednesday, February 29	1:00PM	RM 120

#### **ASSESSMENT APPOINTMENT INFORMATION:**

You have been scheduled to take the placement assessment on the date indicated above. Report directly to the assessment center, room 118 on that date. **PLEASE ARRIVE PROMPTLY.** If you arrive after the assessment has started you may be required to re-schedule your assessment appointment.

*\*Revised 2/01/12*