

## High School Completion Validity Policy

### **References**

34 CFR 668.16(p)

2023-24 Federal Student Financial Aid Handbook

ED E-Announcement, "Checking the Validity of a Student's High School Completion" (July 29, 2019)  
<https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2019-07-23/checking-validity-students-high-school-completion>

### **Purpose**

To develop and follow procedures to evaluate the validity of a student's high school completion if the institution or the Secretary of the US department of Education has reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education.

### **Regulatory Requirement**

As noted in the *Federal Student Financial Aid Handbook*,

To receive Title IV funds, students must be qualified to study at the postsecondary level, i.e., if they:

- have a high school diploma (this can be from a foreign school if it is equivalent to a U.S. high school diploma);
- have the recognized equivalent of a high school diploma, such as a general educational development (GED) certificate or other state sanctioned test or diploma-equivalency certificate;
- have completed homeschooling at the secondary level as defined by state law;
- have completed secondary school education in a homeschool setting which qualifies for an exemption from compulsory attendance requirements under state law, if state law does not require a homeschooled student to receive a credential for their education; or
- have completed one of the ability-to-benefit (ATB) alternatives and are either currently enrolled in an eligible career pathway program or first enrolled in an eligible postsecondary program prior to July 1, 2012.

A student may self-certify on the FAFSA® that they have received a high school diploma or high school equivalency certificate or that they have completed secondary school through homeschooling as defined by state law. If a student indicates that they have a diploma or high school equivalency certificate, Marietta isn't required to ask for a copy (except as noted below). But if your school requires a diploma for admission, then you must rely on that copy of the diploma or high school equivalency certificate and not on the student's certification alone.

### **Policy**

Marietta College requires every student who is admitted to provide a final, official high school transcript and copy of high school diploma or recognized equivalent, or proof of homeschooling at the secondary level as defined by state law, to the undergraduate admissions office no later than the midpoint of the first semester of enrollment.

If either Marietta or the US Department of Education suspect that a student's high school diploma is not valid or was not obtained from an entity that provides secondary school education, Marietta will take the following steps to evaluate the validity of the student's high school completion. To satisfy this requirement, your school may:

1. check with the high school to confirm the validity of the student's diploma; and
2. confirm with the relevant department or agency in the state in which the secondary school is located that the secondary school is recognized as a provider of secondary school education.

As ED notes in the *Handbook*, the above two-part description satisfies the high school validity requirement. Other approaches may also be used if they serve to validate the student's high school completion. Students who indicate on their FAFSA® that they graduated high school must give the name, city, and state of the high school.

### **Implementation**

The undergraduate admissions office will publish requirements for the submission of a final high school transcript, proof of high school diploma or recognized equivalent, or proof of homeschooling as allowable under state law, in its web-based consumer information and in the Academic Catalog.

Then undergraduate admissions office will communicate with a student who has been formally admitted to the College regarding these requirements and procedures for secure submission of documentation to the effect compliance with this policy.

### **Policy Responsibility**

The Director of Admissions is responsible for implementing procedures to implement this policy.

The Director, Student Financial Services, as the designated, chief title IV administrator, must be apprised of the policy and implementation for documentation of title IV compliance purposes.