

MEMORANDUM OF UNDERSTANDING

Between the

**Los Angeles Unified School District – High School Equivalency Test Center
and
the Hart Unified School District - Golden Oak Adult School**

This document constitutes a working agreement between the Los Angeles Unified School District's HSE Test Center and Hart Unified School District's Golden Oak Adult School. This understanding shall be considered valid for the period of July 1, 2018 through June 30, 2019.

LAUSD – HSE Test Center will provide:

- 1) HiSET® testing sessions for test takers. A test session includes a minimum of one proctor (more if needed), all test materials and processing of test materials for scoring.
- 2) An invoice detailing test services provided for each test session.
- 3) A minimum 30-day notice of any fee increase in writing.

Hart Unified School District – Golden Oak Adult School will provide:

- 1) A minimum of 5 paid test takers per test session. Test dates and times will be determined by need. Dates will be mutually agreed upon by both parties.
- 2) An appropriate room to conduct test sessions.
- 3) FEES FOR PAPER-BASED TESTING: Payment in the amount of \$150 per full battery and \$25 per retest
- 4) FEES FOR COMPUTER-BASED TESTING: Payment in the amount of \$125. per full battery and \$20 per retest
- 5) Fee will be remitted to the Los Angeles Unified School District no later than 30 days after testing occurs.

This Agreement shall begin July 1, 2018, and remain in full force until either party finds the Agreement is no longer beneficial. The Agreement will be terminated with 30 days notification or at a mutual agreed date. Ongoing review of the Agreement will be the responsibility of both parties.

LAUSD – HSE Test Center

Hart USD - Golden Oak Adult School

Dated _____

Dated _____