

MEMORANDUM OF UNDERSTANDING (MOU)

Between the

**Los Angeles Unified School District – High School Equivalency Test Center and the
Golden Oaks Adult School**

This agreement is entered into between the Los Angeles Unified School District (LAUSD) – H.S.E. Test Center and the Golden Oaks Adult School (GOAS). This understanding shall be considered valid for the period of July 1, 2019 through July 1, 2020.

LAUSD – H.S.E. Test Center will provide:

- 1) Coordinate with GOAS testing liaison to establish test appointments for HiSET® first-time test takers or retesters.
- 2) Provide an HSE test administrator and/or proctor at no cost to GOAS
- 3) Administer HSE testing at mutually agreed upon dates at no cost to GOAS
- 4) Invoice GOAS for student testing fees within 30 days of each testing session
- 5) A 30 day notice of any fee increase in writing.

2019-2020 TEST FEES:

	Paper-Based	Computer-Based
HiSET® Full Battery	\$175	\$150
HiSET® Subtest	\$30 each	\$25 each

Golden Oaks Adult School will provide:

- 1) A classroom for testing up to 20 students (with a minimum of 10 full- battery test takers) that meet the required HSE testing environment specifications at no cost to LAUSD.
- 2) Provide GOAS staff member as a testing liaison between GOAS and LAUSD at no cost to LAUSD.
- 3) Collect all required registration documents and testing fees from students.
- 4) Remit all required documents and fees to LAUSD within 30-60 days of receiving an invoice for the testing session.

This memorandum of understanding shall begin July 1, 2019 and remain in full force until either party finds the Agreement is no longer beneficial. The Agreement will be terminated within 30 days notification or at a mutual agreed date. Ongoing review of the MOU will be the responsibility of both parties.

Joseph Starks
Executive Director, Adult & Career Education-LAUSD

Ralph Pescheck
Chief Financial Officer
Wm. S. Hart Union High School District-
Golden Oaks Adult School

Date: _____

Date: 6/26/19