

Jefferson College
High School Completion Verification Policy

Any individual who has earned a high school diploma or who has earned the Certificate of High School Equivalency (GED or HiSET) is eligible for regular admission to Jefferson College through its open admissions policy. Students who have earned their high school equivalency outside of the United States must provide official documentation translated into English.

For Federal Student Aid purposes, Jefferson College admits only the following as regular Title IV eligible students:

- Those that have a high school diploma; and/or
- Those that have the recognized equivalent of a high school diploma

Federal regulations require institutions of higher education to establish and follow a process to evaluate validity of students' high school completion if the institution has reason to believe that documentation is not valid or was not obtained from an entity that provides secondary school education.

All high school transcripts and other high school documentation sent to Jefferson College are reviewed by staff in the Office of Admissions. If a document appears to come from an inauthentic email or mailing address, information is incomplete or insufficient, or if information appears to be inauthentic, Jefferson College staff will contact the high school directly via the phone number or email address provided on the high school's official website to request verification of the student's attendance and authentication of the documentation provided.

If it is determined that any documentation is inauthentic, Jefferson College staff will deactivate the student's MyJeffco account, cancel their application for admission, and place a hold on the student's record to prevent the student from enrolling.