



Questions from Program Inquiries to Admissions

ABOUT THE PROGRAM

What is the program?

The Penn Foster high school program is an accredited, online high school program, which we offer in one of our classrooms here about 3 days a week, for 4 hours a day. The program is self-paced, so you can move quickly if you already know the material presented, or slowly on any topics that are more challenging for you. There is a classroom facilitator who can help answer any questions and provide coaching and support as needed.

Who is the program for?

The program is for people who are motivated to make a change in their life. They want a new career and a second chance at earning a high school diploma. We recommend students be at least 17 years of age, and we have adult students of all ages. We can accept younger students if they can provide parent or guardian approval.

How does it work?

Students come to the campus a minimum of 12 hours a week where they work on your High School classes at your own pace. If you need more time on certain subjects you can spend more time on those to prepare or if you already know a topic well you can move more quickly to the assessments. The classroom facilitator is available during your time on campus to answer any questions you may have about the curriculum.

There is no final or comprehensive exam. Subjects are broken into smaller sections called modules which have a short multiple choice assessments. The only other type of assessment is in the writing classes which have about three essays.

Penn Foster also offers academic credit for previous high school coursework or GED exam passed. You'll need to submit your transcripts for evaluation.

What is the format of exams? Multiple choice? Short answer? Number of questions?

Typically, exams will be either multiple choice or short essay. Multiple choice exams are generally in the range of 25 questions, but again this is up to the discretion of the instructor.

How many credits is the HS program in its entirety?

21.5 credits. In Penn Foster's system a credit is essentially a class.



What is the minimum amount of credits a student needs to take with Penn Foster to earn a High School diploma?

5.5 credits. If students have taken all of their high school credits, but have not passed their state exit exam, they will still be required to complete 5.5 credit hours. Within the 5.5 credits, there is a requirement of one written assignment.

Do you offer a GED?

Penn Foster does not offer a GED. We offer a regionally and nationally accredited high school diploma. Many colleges and employers place greater value and emphasis on a high school diploma earned from a regionally accredited institution, such as Penn Foster.

What are the benefits of a high school diploma and how is this different than the GED?

Penn Foster awards graduates an accredited high school diploma, not a GED. Some employers and colleges believe a diploma is a stronger credential than a GED. High school diploma holders make a higher average monthly income than GED holders, and are more likely to go onto college.

According to the US Census Bureau data, high school diploma holders earned \$1,600 more per month than GED certificate holders. For students who went onto college, and obtained a bachelor's degree, high school diploma holders earned \$1,400 more per month than GED holders.

Does this program work? (Why would I succeed?)

This is not your traditional classroom setting, nor is it like preparing for the GED. You work through one subject at a time, and you have access to the classroom facilitator, who is there to help you succeed. In addition to that face to face help, you also have access to the Penn Foster instructors and an expert team of Success Coaches. The material is delivered in a way that is easy to understand, with a strong support system in place to help you if you get stuck.

What is required of me?

We pay for your tuition to Penn Foster, and that includes all of the books, learning materials, and online access. We also provide a dedicated classroom with computers and an instructor. You must meet the attendance requirements, follow the campus code of conduct, be able to come to campus a minimum of 12 hours a week and give it your best effort while you are here.

What is the lab setting?

The lab setting is a classroom environment that you will be required to attend minimum of 2 days per week for a minimum of 12 hours per week. This is an opportunity to work with your peers and get support from the school's facilitator. During the lab setting you will also have access to the internet and a computer so you can continue your studies. Attendance is mandatory.

What type of support do I receive in the program?

While you are on campus, you will have a dedicated classroom Program Coordinator who is there to help you with any questions you have your coursework. If additional support is needed, your facilitator can help get you in contact with Penn Foster instructors. Ultimately, this program, and the support it offers, is designed to help you succeed with earning your high school diploma.



PENN FOSTER HIGH SCHOOL COMPLETION PROGRAM FAQs

Questions from Program Inquiries to Admissions

How will I get help from my teachers?

There is a staffed, on-site facilitator at each campus to help you during your lab session. You also have access to Penn Foster's teachers through the email and the phone, contact information is available via your student portal.

Is Penn Foster High School accredited?

Yes, Penn Foster High School is accredited for grades nine through adult by the Commission on Secondary Schools of the Middle States Association of Colleges and Schools. The school is also accredited by the Distance Education Accrediting Commission (DEAC) and licensed by the Pennsylvania State Board of Private Licensed Schools. There is more information on [Penn Foster High School's accreditation page](#).

Will colleges accept my diploma?

Our school accepts the Penn Foster High School diploma. It is up to the individual college as to whether they will accept your diploma, but Penn Foster graduates have gone on to study at many colleges and universities nationwide. Also, a Penn Foster diploma meets the high school education requirements in order to be eligible for financial aid. There are other factors, like income that need to be evaluated, so we can't guarantee at this time that you would receive financial aid.

What will I receive when I finish the high school program?

Upon finishing the high school program, you will receive a nationally and regionally accredited diploma.

TRANSCRIPT

Will Penn Foster accept my transferred credits from a different high school?

To receive transfer credits, an official transcript from an accredited institution recognized by Penn Foster must be submitted for evaluation. Transfer credits will be awarded for comparable high school subjects where a full credit has been earned. Since high school programs vary, only an evaluation by Penn Foster will determine the actual number of transfer credits to be awarded. The maximum number of transfer credits allowed is 16.

How long does that evaluation take?

Within 3 business days.

I can't get my high school transcript because the school is closed. What do I do?

Students looking to obtain transcripts from a high school that is no longer open should contact their state Board of Education.

Will you accept high school transcripts from other countries?

Yes. However, if the transcript is in a language other than English, we will need an official English translation of the transcript in order to evaluate it.



Do you accept equivalency exam for academic credit?

We will evaluate equivalency exam transcripts (GED, TASC, and HiSET) and award academic credit for the Penn Foster courses that correspond with the exam, provided the student meets the minimum passing grade requirements.

ENROLLMENT

How do I get started?

Visit or call your high school and request an official copy of your transcript. If you attend multiple high schools, you should do this for each high school you attended and obtained credits from. If you have passed portions of the GED or other equivalency exams, you can submit those for evaluation as well. Penn Foster will evaluate an unofficial copy of the transcript, initially, but they will need an official copy of the transcript prior to awarding a diploma.

GRADUATION REQUIREMENTS

What courses will I need to take?

The full high school curriculum includes several courses in English, Math, Social Studies, Science, Health, Humanities, and Electives. When you transfer in credits, your requirements are determined after Penn Foster evaluates your high school transcripts. There are a total of 16.5 credits in the core curriculum. In addition to the core curriculum, you get to choose 5 credits from a variety of academic and career electives.

If I fail a course, do I have the opportunity to retake it?

Yes, students may retake a failed course.

What about existing credits from my prior high school?

Prior to enrolling in the Penn Foster program, you will need to submit your transcripts from any high school you previously attended. Penn Foster will evaluate, and give you academic credit for any coursework they deem to be similar to work you already completed. You need to take a minimum of 5.5 credits with Penn Foster, which includes at least one written assignment.



Questions from an Admissions Person to Penn Foster

GENERAL PROGRAM

What is a High School Completion Program?

A regionally accredited high school diploma program sponsored by your college, run on your campus. The coursework is delivered online, but students come to the campus and spend a minimum of 12 hours a week in a lab environment. During this lab time students study for and take online exams, and have the opportunity for assistance from the classroom facilitator. Students also have access to the Penn Foster instructors and an expert team of Success Coaches. The Penn Foster High School Completion program is currently active across 100+ campuses throughout the U.S.

Why are we offering this program?

School administration has determined that there are students who are interested in your school are unable to enroll because they lack the proper high school or equivalent credentials. This program is active across 100+ campuses throughout the U.S., and has proven to yield strong candidates for the host school. Not only does the program produce high school graduates, the students who do go onto the host school are found to be successful and highly motivated students.

Why is it valuable?

- It can help attract more quality students to your school
- It can help lower your cost per start
- It produces better student outcomes than other marketing channels
- The program is helping to better serve local community but offering a solution for an unmet need
- Your school can actively supports better academic outcomes for this student population

How does it work?

Students come to the campus a minimum of 2 to 3 days a week for at least 12 hours a week where they work on your High School classes at their own pace. If they need more time on certain subjects they can spend more time on those to prepare or if they already know a topic well they can move more quickly to the assessments. The classroom facilitator is available during the lab hours to provide support and assistance.

There is no final or comprehensive exam. Courses are broken into lessons. Each lesson has one assessment, usually a short multiple choice exam. A few courses have short writing assignments instead of exams.

What will students get when they finish the high school program?

When students complete the high school program, they will receive a nationally and regionally accredited diploma.



PENN FOSTER HIGH SCHOOL COMPLETION PROGRAM FAQs

Questions from an Admissions Person to Penn Foster

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What is the difference between a high school diploma and a GED?

A high school diploma generally represents 12 years of completed schooling and proficiency in core subjects as required by that state. The General Educational Development test (GED) is a content-based test that measures high school knowledge in five specific areas.

Is there a recommended amount of school that the ideal candidate has completed to take advantage of this program?

Any student can participate in the HSC program. Students who have completed through junior year in high school will obviously complete faster as they have fewer credits to take.

We encourage schools to look for students with a soft minimum of 8 transfer credits. This helps ensure that student has enough learning under their belt to be academically prepared and will allow the student to complete their high school diploma in a reasonable amount of time.

What is the role of the Program Coordinator at the school?

The role of the Program Coordinator varies. At some schools the Program Coordinator assists with instructional support to help students get through the curriculum. In other schools the Program Coordinator is a facilitator to ensure attendance, answer administrative questions, and provide technical support with the platform.

What is the lab setting?

The lab setting is a classroom environment that students will be required to attend a minimum of 2 to 3 days per week for at least 12 hours per week. This is an opportunity for students to work with their peers and get support from the facilitator. During the lab setting students will also have access to the internet and a computer so they can continue your studies. Attendance is mandatory.

Will colleges accept the diploma?

This college/school accepts the diploma. It is up to the individual college as to whether they will accept the diploma, but Penn Foster graduates have gone on to study at many colleges and universities nationwide.



CURRICULUM

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PRE-ENROLLMENT

What does a good fit student look like?

A “good” student is motivated, able to commit to the program hours and requirements, is interested in pursuing post-secondary education and would like a career that aligns to offerings at your school.

How can I assess a potential student?

You can ask questions about the student to understand their background and motivation for returning to school.

- What makes you interested in going back to school?
- What kept you from finishing high school?
- What do you currently do for work?

Questions like this help you get to know the students history, and build a relationship.

Next, evaluate their motivation by asking questions like:

- Will you be able to get your high school transcript(s)
- Why are you interested in the high school completion program hosted on our campus?
- Can you attend the program 12 hours a week, 2 to 3 days per week?

Questions like this will help you evaluate how motivated they are to get a high school diploma on campus.

Finally, understanding their career goals is important. Ideally, students are interested in careers that your school can help prepare them for. Questions like:

- What career path do you have in mind?
- What programs are you interested in at our school?
- If you had your high school diploma today, what would your next career or education step be?
- Is there a particular type of job you are interested in after completing your education?



TRANSCRIPT

What are my options for evaluating a transcript?

An official high school transcript is required before the student graduates from the high school program, but Penn Foster can evaluate and assign credits with an unofficial transcript. This can be uploaded and submitted through the Learning Progress Portal. When you receive the official transcript then you can send us a signed transcript cover sheet verifying that you have the official document on record at your campus.

How do I submit a transcript for evaluation?

You may upload and submit a transcript for evaluation through our Learning Progress Portal. When the evaluation is complete the results will be emailed back to you.

After submitting a transcript, how long until is it evaluated?

The Penn Foster Transcript Center of Excellence will evaluate transcripts within 24 hours, Monday through Friday.

ENROLLMENT

How do I manage enrollments?

All enrollments should be managed in the Learning Progress Portal (LPP).

How many students can enroll in the program at one time?

There is no limit to the number of students who may enroll at once.

Do students have to start the program at a particular enrollment period and be part of a cohort?

No, Penn Foster has an open enrollment policy and students can enroll at any time.

MATRICULATION

How do I help the student matriculate into the campus?

Keep in touch with the students throughout the high school program at regular check-points. Between the LPP and the classroom facilitator, you can monitor the student's progress. Use these check-points to continue to build a rapport with the student, applaud their achievements to date in the program, and talk about their career goals and plans upon completion of the program.

Should I track the number of students who matriculate?

Yes, and ideally you would report that number to Penn Foster quarterly so we could help you meet your goals or refine the pre-enrollment assessment to help improve your matriculation rate. If you need assistance tracking matriculation, Penn Foster can help.