

# HIGH SCHOOL EQUIVALENCY PROGRAM (HEP)

NORTHERN NEW MEXICO COLLEGE



## HEP Services at Northern New Mexico College

- High School Equivalency (HSE) preparation instruction and tutoring
- Instructional materials and books
- HSE testing registration
- Graduation cap & gown
- Career and academic advising
- Cultural and social events
- Financial assistance stipend

## HEP Eligibility Requirements

- Be at least 16 years of age
- Not currently enrolled in high school
- Have not earned a high school diploma or its equivalent
- Must demonstrate adequate reading comprehension and math skills by successfully passing a pre-assessment test

## HEP Application Requirements

- Completed Application
- Complete a HEP interview to be considered for program enrollment
- Underage Permission/Withdrawal Form from school and school district (if 16 or 17)
- Copy of Government issued ID
- Copy of IEP, 504 Plan, or other documentation required to request learning accommodations (If applicable)

**Questions?** (505) 747.5031 • [hep@nnmc.edu](mailto:hep@nnmc.edu)

# HIGH SCHOOL EQUIVALENCY PROGRAM (HEP)

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## SECTION 1 HEP Application Information

LAST NAME

FIRST NAME

M.I.

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
TODAY'S DATE

\_\_\_\_/\_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_/\_\_\_\_/  
SOCIAL SECURITY #

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_/\_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_/\_\_\_\_/  
CELL PHONE

\_\_\_\_/\_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_/\_\_\_\_/  
ALTERNATE PHONE

STUDENT PERSONAL EMAIL ADDRESS

PHYSICAL ADDRESS STREET

CITY & STATE

ZIP

MAILING ADDRESS (if different from physical address)

CITY & STATE

ZIP

EMERGENCY CONTACT NAME

\_\_\_\_/\_\_\_\_/\_\_\_\_-\_\_\_\_/\_\_\_\_/\_\_\_\_/  
EMERGENCY CONTACT NUMBER

ETHNICITY (CHECK ALL THAT APPLY)

☐ Hispanic/Latino

☐ American Indian/Alaska Native

☐ Asian

☐ Native Hawaiian/Other Pacific Islander

☐ Black/African American

☐ Other: \_\_\_\_\_

☐ White

☐ Decline

IS ENGLISH YOUR SECOND LANGUAGE?

☐ Yes ☐ No

IF YES, WHAT IS YOUR NATIVE LANGUAGE? \_\_\_\_\_

HOW DID YOU FIND OUT ABOUT NNMCM HEP?

☐ Walk-in

☐ Flyer/Brochure

☐ Newspaper/Radio

☐ Informational Fair

☐ Recruiter/Outreach Staff

☐ Referral Agency/Program

☐ High School Counselor

☐ Social Media

☐ Family Member/Friend/Acquaintance: \_\_\_\_\_

## NORTHERN NEW MEXICO COLLEGE



1) Tell us a little bit about yourself (your hobbies, interests, family, etc.).

2) Explain why you did not complete high school. How did this experience affect you, and how could the opportunity to earn your High School Equivalency change your life?

[illegible]

## NORTHERN NEW MEXICO COLLEGE

[illegible]

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## SECTION 3 Additional Contact Information

(IN CASE YOU CAN NOT BE REACHED)

CONTACT NAME

RELATION TO STUDENT

\_\_\_\_/\_\_\_\_/\_\_\_\_/ \_\_\_\_/\_\_\_\_/\_\_\_\_/- \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_/  
CONTACT CELL PHONE

\_\_\_\_/\_\_\_\_/\_\_\_\_/ \_\_\_\_/\_\_\_\_/\_\_\_\_/- \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_/  
CONTACT ALTERNATE PHONE

## SECTION 4 Eligibility

ARE YOU CURRENTLY ENROLLED IN SCHOOL?

☐ Yes ☐ No

LAST GRADE COMPLETED

NAME OF SCHOOL LAST ATTENDED

HAVE YOU EARNED A HIGH SCHOOL DIPLOMA OR ITS EQUIVALENT?

☐ Yes ☐ No

DID YOU HAVE AN INDIVIDUALIZED EDUCATION PROGRAM (IEP) OR 504 PLAN IN SCHOOL

OR WOULD YOU NEED ADDITIONAL ACCOMMODATIONS MADE?

☐ Yes ☐ No

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## SECTION 5 Assessment Factors

DEPENDENTS:

DO YOU HAVE ANY CHILDREN?

☐ Yes ☐ No

IF YES, HOW MANY? \_\_\_\_\_

PARENTS EDUCATIONAL BACKGROUND:

DO EITHER OF YOUR PARENTS HAVE A COLLEGE/UNIVERSITY DEGREE?

☐ Yes ☐ No

DISRUPTED EDUCATION PATTERN:

WITHIN THE PAST 4 YEARS, HAVE YOU RELOCATED FROM  
YOUR HOME OR PERMANENT RESIDENCE?

☐ Yes ☐ No

IF YES, HOW MANY TIMES? \_\_\_\_\_

DO YOU HAVE ACCESS TO A COMPUTER AND INTERNET AT HOME?

☐ Yes ☐ No

ARE YOU CURRENTLY EMPLOYED?

☐ Yes ☐ No

WHAT IS YOUR ESTIMATED YEARLY FAMILY INCOME?

☐ \$0- \$2,500

☐ \$5,001 - \$7,500

☐ \$10,001 - \$15,000

☐ \$2,501 - \$5,000

☐ \$7,501 - \$10,000

☐ \$15,001 - \$20,000

☐ More than \$20,000

NUMBER OF PEOPLE IN HOUSEHOLD (INCLUDING YOURSELF): \_\_\_\_\_

DO YOU RECEIVE ANY ECONOMIC ASSISTANCE? IF SO, PLEASE INDICATE WHAT TYPE BELOW.

☐ TANF ☐ Childcare Assistance ☐ Medicaid ☐ SNAP ☐ WIC

☐ SSI (Supplemental Security Income) ☐ Other \_\_\_\_\_

## OFFICE USE ONLY Need-Based Eligibility

Family Income \_\_\_\_\_ Household \_\_\_\_\_ Assistance \_\_\_\_\_ Dependents \_\_\_\_\_

Disrupted Education \_\_\_\_\_ Essay \_\_\_\_\_ TOTAL \_\_\_\_\_

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## SECTION 6 Signature & Authorization

I understand that in order to be accepted and receive services from this program, HEP requires access to my student records. I therefore authorize the Northern New Mexico College High School Equivalency Program staff to have access to my records at Northern New Mexico College. This information will be held in the strictest confidence. Records may include:

- Grades, transcripts and enrollment documents
- Financial aid information on dependents
- Government and State agency documents
- Records of tests taken for assessment purposes at NNMC or other institutions

I certify to the best of my knowledge, the information I have provided on this application form are complete and true. Failure to disclose and submit complete and accurate information may result in the denial of acceptance to NNMC's High School Equivalency Program.

PRINT APPLICANT'S NAME

SIGNATURE

DATE

NNMC High School Equivalency Program, 921 Paseo de Oñate, Española, NM 87532

Joseph A. Montoya Administration Bldg • Rm AD 114

(505) 747-5031 [hep@nnmc.edu](mailto:hep@nnmc.edu)

*The High School Equivalency Program (HEP) @NORTHERN provides academic instruction, resources and support to individuals in Rio Arriba County and surrounding areas in attaining a High School Equivalency (HSE).*