



High School Equivalency (HSE) Test Voucher Request

Instructions:

Electronic: Please fill out the form using the PDF fillable fields, including Client Name and DTA Agency ID. You must check all necessary HSE Test Type questions below to ensure the right voucher code(s) are given. Submit completed PDF to dta-dl-hiset@massmail.state.ma.us.

Printed: If printing and completing this request form, please fill out all fields, including Client Name and DTA Agency ID. You must check all necessary HSE Test Type questions below. You can submit the request form: by mail at DTA DPC P.O. Box 4406, Taunton, MA 02780-0420, by fax: (617) 887-8765, upload to DTA Connect App or DTAConnect.com or in-person at a DTA office.

If you need help, contact dta-dl-hiset@massmail.state.ma.us or a [local Full Engagement Worker](#).

Section A – Central Office use only

HSE Voucher #(s)	Date Issued:

Section B – Client/Provider Request

Client Name:	Agency ID:
DTA Office:	Date Requested:

Check Employment & Training Program Type (if applicable):

YPP CIES WPP Secure Jobs Other _____

Check HSE Test Type:

Select Test: GED HiSET

Select Test Issuance: Initial Test Retest

Select Test Site: In-Person (test center) Remote (at-home)

If selecting In-Person, Select Test Type: Computer Based Paper Based

Check subject(s) to be tested:

Select Test Subject: Full Test (all subjects) Individual Test(s)

If individual test(s), select subject: Language Arts/Writing Skills Language Arts/Reading
 Social Studies Science Mathematics

Section C – Client Issuance Agreement

This is a voucher for the HSE test(s). Please read this information and ask DTA if you have any questions. If this request is being done *on behalf* of a client, ensure that the following information is provided to them:

- You can only use this voucher to pay for HSE testing. You cannot use it for HSE classes or preparation materials.
- Once you register for the HSE with this voucher, you cannot use the voucher again or reschedule the test. If you do not go to the test, DTA may not give you another voucher.
- If you need an accommodation on the test because of a disability or health problem, you must ask for it when you register for the test. If you need help, ask the Client Assistance Coordinator in your DTA office.
- You cannot change the voucher or sell or give it to someone else. If you do any of these things, DTA may ask you to pay back the cost of the test, and/or pursue you for an Intentional Program Violation.
- DTA will get a copy of your test results. The results will not affect your TAFDC or SNAP benefits.

By submitting this request to DTA, you are agreeing to the rules above.