

**VIRGINIA DEPARTMENT OF EDUCATION
OFFICE OF ADULT EDUCATION & LITERACY
RICHMOND VA 23218- 2120
GED APPLICATION**

VHCC	191
Test Center	Code
Washington Co.	191
School Division	Code

FEE PAID: \$ _____ CK _____ CH _____ MO _____ CERT. _____

(Circle the tests type & tests to be taken)

Eng. Print	Eng. Lg. Print	Eng. Audio	Eng. Brail	Spanish Print
1	2	3	4	5
Math	Writing	Science	S.S.	Reading

Teacher's Name: _____

ACCESS CODE: _____

Test Date: _____

PERSONAL INFORMATION

1. Social Security Number: _____ Phone No.: _____

2. Name for Certificate: _____
Last
First
M.
Mr., Mrs., Miss., Ms.
(Circle One)

3. Maiden Name: _____
Last
First
M.

4. Mail Certificate to: _____
Street
City
State
Zip

5. Permanent Address: _____
Street
City
State
Zip

6. Date of Birth: ____/____/____ Sex: Male or Female

EDUCATIONAL INFORMATION

7. Year last attended civilian school: _____ 8. Circle highest grade completed: 4 5 6 7 8 9 10 11 12

9. Name and State of civilian school last attended: _____
NAME
STATE

10. If you have previously taken the GED test complete the following:
 Where _____ When _____ Test Form _____
Location of Center
State
Date (if known)
(if known)

Official Transcript for non-Virginia scores has been requested: YES or NO

I certify that the above statements are true to the best of my knowledge and that my scores can be maintained on file at the following locations:
 Official Test Center where tested, School Division of application, and State Department of Education.

Date: _____ Signature of Applicant: _____

CERTIFICATION (OFFICE USE ONLY)

I certify that the above named applicant meets all regulatory requirements for GED testing and/or a Virginia Certificate.

The Social Security Number was verified from: S.S. Card _____ Driver's License _____ Other _____ Specify _____

Date: _____ Signature of Authorized School Official: _____

* Applicant must sign in presence of authorized school official. Military personal and out-of-state adults must sign in the presence of a responsible school official or military Educational Order.

Washington County Test Center

GED Testing Candidate Code of Conduct Contract

It is critical to the Virginia GED testing program and the integrity of the GED Certificate that candidates are held to a high standard of conduct and that the Tests themselves are secure and not compromised. Each candidate final score must be a true reflection of his/hers preparation and demonstrated ability. This is important because most colleges and universities consider the General Educational Development (GED) Certificate as equivalent to a high school diploma for admission and most employers view it as equivalent to a high school diploma for hiring and job promotion. Therefore, no inside or outside assistance is ever permitted during testing and no individual tests or testing items are ever allowed to leave the testing room.

To make sure that each testing session is secure and each candidate follows policies and procedures, each candidate must complete the following candidate code of conduct contract before taking the GED Tests. Please read the following conditions for testing, initial each one, and sign and date at the bottom.

- _____ I understand that personal items are not allowed at my seat during testing. Items include pagers, cell phones, purses, hats, tote bags, portable music players, other electronic devices, food, books or supplies of any type, unauthorized computational aids, or any items as may be defined by the GED Examiner.
- _____ I understand that if I bring any of the aforementioned items to the testing session, I will be required to leave the item(s) in a designated area. Neither the school division nor Examiners will be held liable for said item(s).
- _____ I understand that I may not cause other candidates to become distracted during testing, and that I will be asked to leave the testing center and forfeit my test results if I engage in such behavior.
- _____ I will neither give nor receive any unauthorized assistance while I am taking the GED Tests.
- _____ I will not discuss any specific test items with anyone other than the GED Examiner.
- _____ I will return all testing items to the GED Examiner at the conclusion of each testing session.
- _____ Restroom breaks will be allowed in between tests only.
- _____ Drinks with lids may be kept on the floor beside your chair.
- _____ Please make sure that all information is correct and complete at top of your test page.

I have read and understand the above conditions. I understand that the testing center may terminate my test if I do not comply with the rules.

Print Name: _____

Signature: _____

Date: _____



Forfeiture of Fee for No-Show

Memo to: Persons Taking the GED Exam

GED applicants who have registered for one or more parts of the GED test must notify the local testing center of their intent to cancel prior to testing. Each test center in the region has a cancellation policy—please abide by the cancellation notification rules of the test center where you are scheduled to test.

Failure to notify the test center of cancellation will result in the forfeiture of GED testing fee(s) and/or MRRAEP scholarship(s). The applicant must pay the \$10 test fee per test subject *before* he/she will be registered to test again.

MRRAEP Regional Test Center Cancellation Policies are as follows:

Washington County Test Center:

- VHCC Testing on Fridays and Saturdays beginning at 9:00 a.m.—must cancel by 8:45 a.m.
- Bristol VEC Testing on Tuesdays beginning at 4:00 p.m.—must cancel by 3:45 p.m.
- Smyth County School Board Testing on Tuesday, Wednesday and Thursday at 4:00 p.m.—must cancel by 12:00 p.m. on Monday prior to testing on Tuesday

Wythe County Test Center:

- WCTC Testing beginning at 5:00 p.m. —must cancel by 4:45 p.m.
- WCTC Testing beginning at 4:00 p.m. —must cancel by 3:45 p.m.

Galax Test Center:

- Old Hillsville Elementary School Testing beginning at 5:00 p.m.—must cancel by 4:45 p.m.
- Old Hillsville Elementary School Testing beginning at 8:00 a.m.—must cancel by 7:45 a.m.
- Galax Crossroads Testing beginning at 5:00 p.m.—must cancel by 4:45 pm

I have read and understand the above conditions of this policy.

Signature of Applicant

Date