

Application to Write GED Tests

Instructions

Please print your personal information, as it appears on your valid official government-issued photo I.D., clearly in the spaces below. The **application deadline is two weeks prior to testing date**. Applications **will not** be accepted after this time.

Note – It is mandatory that you show a valid official government-issued photo I.D (driver’s licence or passport) on testing date. You will not be able to write the tests without showing a valid official government-issued photo I.D.

STEP 1 – Provide your Contact Information:

PLEASE PRINT

LAST Name (as it appears on Photo ID)			
FIRST Name (as it appears on Photo ID)			
MIDDLE Name			
Former LAST NAME (if applicable)			
EMAIL Address (REQUIRED)			
MAILING ADDRESS:			
Apartment/Unit #:	CITY:	PROVINCE:	POSTAL CODE:
HOME Phone: () <small>area code</small>	MOBILE Phone () <small>area code</small>	WORK Phone (include extension): () <small>area code</small>	GENDER: Female: <input type="checkbox"/> Male: <input type="checkbox"/>
DATE OF BIRTH: Month Day Year		AGE:	NAME of LAST SCHOOL ATTENDED:
LAST GRADE and YEAR COMPLETED: _____ <small>Last Grade Year</small>			

STEP 2 – Are you eligible to write the GED?

You must meet the following requirements to write the GED tests. Please check all that apply to you.

- I will be at least 19 years of age on the date of the tests.
- I have not received a grade 12 graduation certificate from any institution.
- I have been out of the public school system for at least one year.

STEP 3 – Which tests are you writing?

Please select which GED test you are applying to write. The GED office will verify which test(s) you need to write when your application has been received.

- English GED test **➡** It is my first time to write the GED test. **➡**
- ➡** I need to re-write the following GED test(s).

<p>Please select the test(s) that you need to re-write:</p> <input type="checkbox"/> Language Arts, Reading <input type="checkbox"/> Language Arts, Writing (including essay) <input type="checkbox"/> Mathematics (Parts I and II) <input type="checkbox"/> Social Studies <input type="checkbox"/> Science

French GED test (You will be contacted about additional information)

STEP 4 – Choose GED Testing Date and Location

Please indicate the testing date and location where you would like to write. If testing session is full the GED office will contact you to schedule another date or change location. Please refer to the GED testing dates on the attached GED Application or online at www.goNSSAL.ca.

Date

Location

STEP 5 – Submit your Government-Issued Photo ID with Application

Please **make a copy** of your government-issued photo ID and submit with the GED application. **Ensure the ID includes birth date.** If the ID does not state birth date, your application will be returned to you. A government-issued photo ID can be driver's licence or passport. **You are responsible for making a copy of your ID. GED offices are not responsible for making any photocopies.**

Note - It is mandatory that you show your government-issued photo I.D **on testing date.** You will **not** be able to write the tests without showing a valid government-issued photo I.D.

STEP 6 - Sign and date this application

I certify that, to the best of my knowledge, the information I have supplied above is correct and that I meet ALL of the above requirements (Step 2). Your application will be void if you fail to disclose accurate personal information. **NOTE:** It is mandatory that you show a valid official government-issued photo I.D (driver's licence or passport) on testing date. You **will not be able to write the tests** without showing a valid official government-issued photo I.D.

Test-Taker's Signature _____ **Date** _____

STEP 7 – Submit Payment with Application

Debit, money order, MasterCard, and Visa are accepted. Cash or personal cheques are **NOT** accepted. The cost for writing the GED is **\$43.80**. Fee is non-refundable.

Please indicate method of payment:

- Debit
- Money-order. Payable to the Minister of Finance
- MasterCard Visa Card Number _____ Expiry Date _____
- Cardholder Name _____
- Signature: _____

For Office Use Only

Date received: _____ Testing Location/Date: _____

Pay Method#: _____ Fee Received: _____

Transaction#: _____ ID attached: _____ Notice Date: _____

STEP 8 - Return the completed application to your local GED Office:

Cape Breton Region
GED Testing Service
Department of Labour and Advanced Education
226 Reeves Street
Port Hawkesbury, NS B9A 2A2

Northern Region
GED Testing Service
Department of Labour and Advanced Education
60 Lorne Street, Suite 3
Truro, NS B2N 3K3

Valley Region
GED Testing Service
Department of Labour and Advanced Education
5 Shylah Drive, Unit 1
Kentville, NS B4N 0H2

Halifax / Metro Region
GED Testing Service
Department of Labour and Advanced Education
2021 Brunswick Street
PO Box 578
Halifax, NS B3J 2S9

South Shore Region
GED Testing Service
Department of Labour and Advanced Education
270 Logan Road
Bridgewater, NS B4V 3V3

NOTE: The application deadline is two weeks prior to testing date. **NO applications will be accepted after this date.**



Testing and Application Information

Please detach and keep this page for your records.

GED Service Fees

- Fees are non-refundable.
- Cash and personal cheques are not accepted.
- Money orders are accepted (payable to the Minister of Finance).
- MasterCard and Visa are accepted, please include card number, expiry date, cardholder name, and signature (Step 5).

GED application fees:

Application to write the GED tests	\$43.80
Application to re-write the GED tests (any or all tests)	\$43.80

- Upon completion of the tests, you will receive an official transcript of your test results. If you are successful in all subjects, you will also receive an official certificate at no additional cost.
- If additional copies of your official transcript of marks or certificate are needed, contact the GED regional office nearest you to obtain the Request Form for Additional GED Certificates and Transcripts.

Application Information

Confirmation: Applicants who have been approved to write GED tests will receive a **letter of confirmation five days prior** to writing. Letter will indicate the scheduled testing date and location, and other details. If testing session is full the GED office will contact you to schedule another date or change location.

English version of the GED tests: You must successfully write all five tests in the 2002 English Test Series to get a certificate. Any previous scores you received from other test series are no longer valid.

French version of GED tests: You must successfully write all five tests in the 2004 French Test Series to get a certificate. Any previous scores you received from other test series are no longer valid.

Policy on re-writing: The passing score is 450. You may re-write any test in which your standard score is less than 450. A test, which has been passed (450 or above), may only be re-written if an employer or educational institution verifies that a higher score is required. A first re-write is allowed after a three-month period. You can only write the tests three times a year. If your standard score is less than 400, you are strongly encouraged to consider further studies before you attempt to re-write.

Special accommodations: If you need a special accommodation because of a physical, psychological, or learning disability, you must submit special accommodations form and proper medical documentation from a qualified professional, with the GED application. Go to our website, www.goNSSAL.ca, to obtain the special accommodation form, or contact the GED regional office nearest you.

Test Results: A transcript of test results will be mailed six weeks after writing. Test results are not given over the phone but can be reviewed online.

Policy on re-scheduling or canceling: Your application fee is non-refundable. If you need to change the dates of your tests, you must contact the GED regional office nearest you (see reverse) at **five business days** before the testing date. If you do not, you will have to re-register and pay a new application fee.

GED Testing and Application Deadline Schedule Information

Please ensure your completed application is returned to any of the GED regional offices listed below **two weeks prior** to testing date. Space is available on a first-come first-serve basis. Testing may be cancelled if registration is insufficient. Schedule is subject to change. Please refer to our website www.goNSSAL.ca for up-to-date scheduling information.

Testing Dates	Location	Application Deadline
January 25 and 26, 2013	Halifax and Kentville	January 11, 2013
March 1 and 2, 2013	Truro and Digby	February 22, 2013
March 22 and 23, 2013	Halifax and Sydney	March 8, 2013
May 3 and 4, 2013	Halifax and Middleton	April 19, 2013
May 10 and 11, 2013	Amherst, Antigonish and Windsor	April 26, 2013
May 24 and 25, 2013	New Glasgow	May 10, 2013
May 31 and June 1, 2013	Dartmouth, Truro and Yarmouth	May 17, 2013
June 7 and 8, 2013	Bridgewater, Port Hawkesbury and Sydney	May 24, 2013
June 21 and 22, 2013	Halifax and Kentville	June 7, 2013
July 19 and 20, 2013	Halifax	July 5, 2013
August 15 and 16, 2013	Dartmouth	August 2, 2013
September 6 and 7, 2013	Halifax and Sydney	August 23, 2013
November 15 and 16, 2013	Dartmouth, New Glasgow and Yarmouth	November 1, 2013
November 22 and 23, 2013	Amherst and Antigonish	November 8, 2013
November 29 and 30, 2013	Port Hawkesbury, Truro and Windsor	November 15, 2013
December 6 and 7, 2013	Bridgewater and Sydney	November 22, 2013
December 13 and 14, 2013	Halifax and Kentville	November 29, 2013

**For more information about the GED tests
call toll-free**

1-877-466-7725

or

visit our website at www.goNSSAL.ca

Department of Labour and Advanced Education ("GED Testing Series") are committed to protecting the privacy and personal information given to us by our customers, staff, and business associates.

To serve you properly we need to collect and retain personal information from you including your name, address, telephone number, email address, and if you register for the GED Testing Series, your credit card account number, expiration date, credit card name, and billing address.

Department of Labour and Advanced Education only shares information with GEDTS and NRSPRO testing scoring service, located in the states, in order to have results scored. To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

If you wish to review or request changes to your personal information, please call 1-877-466-7725.

The Personal Information Protection and Electronic Documents Act (PIPEDA) is regulated by:
Information Access and Privacy Manager, Department of Labour and Advanced Education at LWDAccess@gov.ns.ca or by phone at 902-424-8472.