

GENERAL EDUCATIONAL DEVELOPMENT (GED) STATE POLICY [Effective July 1, 2009]

- I. Title of State Credential: GED High School Equivalency Certificate**
- II. Requirements for Issuance of Certificate:**
- A. Minimum test scores:** The total cumulative standard test scores for all five test items must total 2250 with no standard test score below 450. South Dakota's passing 2250 score meets the national score requirement of the General Educational Development Testing Service.
- B.** Each sub-test in the GED Battery remains active for 2 years until certificate is issued.
- C. Minimum age:** 18
- D. Residence:** No residency requirement
- III. Requirements for Testing:**
- A. Individuals under 18 years of age must be enrolled in a high school GED preparation program.** Individuals enrolled in the Department of Corrections' education programs and students enrolled in or have completed a program of instruction provided by a state high school GED preparation program must have officially dropped out of school prior to testing.
- B. Individual has not graduated from a state accredited high school or received the GED or other high school equivalency certificate** (*see special condition in section IV B*).
- C. Individual must present positive picture identification and proof of age** to Official GED Testing Center. Acceptable forms of identification include driver's license, passport, military, postsecondary educational institution, or other government-issued identification card.
- D. Age Requirements:**
- Applicants **18 years of age or older** must take the Official Practice Test and score 500 or more on each subtest.
 - Applicants **17 or 16 years of age** must have officially dropped out of school prior to testing and present written verification of drop date from a local school district, written permission from a parent or legal guardian and a school official and one of the following:
 1. A GED preparation program official who certifies that the applicant has demonstrated the ability to successfully complete the GED test by scoring 500 on the Official GED Practice Test **or**
 2. A court order requiring the applicant to take the GED test
- E. Form requirements: *To be presented to the local GED Examiner before testing.***
1. **Written Permission** from a representative of the school district certifying the student has passed the Official Practice Test with 500 or more on each subtest if 16 or 17 years of age.
 2. **Written Permission** from parent or legal guardian to test if 16 or 17 years of age.
 3. **Written Verification** of drop date.
- IV. Requirements for Re-testing:** Applicants may test up to three times during a one-year contract period (January 1 - December 31) once on each form available from GED Testing Services.

A. Applicants not meeting minimum score requirements for individual test items or the cumulative total score requirement may retest on an alternate form of the GED Test.

1. Applicant's first retest may take place after a period of 30 days, with documentation of further study.
2. Applicant's second retest may take place after a period of 45 days after the original test date with documentation of further study.
3. Applicants needing subsequent retest must wait until new forms of the GED tests are available during the next contract period.

B. Individuals who have obtained a GED Certificate may retest or those with a non-accredited high school diploma may test to earn scores required by a prospective employer or educational institution.

1. All requests for re-testing by GED graduates must be made in writing to the local GED Examiner.
2. Each request should be accompanied by documentation substantiating the requirement for higher GED scores.
3. GED graduates re-tested for this purpose will be issued another certificate upon receipt of the old certificate. If old certificate is not provided, an official transcript will be issued.
4. Re-testing will be done using an alternate form of the GED Test.
5. Fees for re-testing GED graduates will be the same as fees for other examinees.

V. Method of Applying: Applications for certificates must be made to the SD Department of Labor and Regulation and must be on a form prescribed by the State GED Testing Program, available at official GED testing centers. (Universal Application Form furnished by the GED Testing Service for military personnel will be the only variation from the prescribed form accepted.)

VI. Official Transcripts: Test scores are accepted as official only when reported directly to the State GED Testing Program Office by (1) Official GED Centers, (2) Transcript Service of the Defense Activity for Non-Traditional Education Support (DANTES), (3) Veterans Administration Hospital and Centers, and (4) the GED Testing Service.

VII. Fees: Testing costs at South Dakota Official GED Centers should not exceed the following:

- A. Initial testing: \$75.00 cap for initial battery and \$20.00 application fee
- B. Retest: Cost not to exceed \$15.00 per subtest.
- C. Issuance of initial certificate: No charge.
- D. Issuance of duplicate transcripts: two included with certificate are free; then \$5.00 charge for additional transcripts to be paid only by **cashier's check** or **money order** made payable to
South Dakota Department of Labor and Regulation
700 Governors Drive
Pierre, SD 57501

VII. GED Program contact: Barb Unruh barb.unruh@state.sd.us
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