



GED Testing Program

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GENERAL EDUCATIONAL DEVELOPMENT (GED) STATE POLICY [Effective July 10, 2007]

- 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 410. 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 19 years of age must not have been enrolled in a high school diploma program during the ninety (90) days prior to making application for testing.** Individuals enrolled in the Department of Corrections' education programs and students enrolled in or have completed a program of instruction provided by Job Corps training program may waive the 90 day waiting period 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. Examples include: Driver's licenses, passports, military, school, or government identification cards.
 - D. **Age Requirements:**
 - Applicants **19 years of age or older** have no restrictions.
 - Applicants **18 years of age** must have been out of school during the 90 days prior to testing.
 - Applicants **17 years of age** must have been out of school during the 90 days prior to testing and present written verification of drop date from a local school district, written permission from a parent or legal guardian and one of the items below.
 - Applicants **16 years of age** must have been out of school during the 90 days prior to testing and present written verification of drop date from a local school district, written permission from a parent or legal guardian and one of the following:
 1. a prospective employer for the applicant who must establish high school equivalency for job opportunities;
 2. a college, university, or post-secondary technical institute official who will consider accepting applicant on the basis of GED test scores;
 3. a recruiting official for persons who wish to enter a branch of the Armed Forces for which high school equivalency is a prerequisite;
 4. a GED preparation program official who certifies that the applicant has demonstrated the ability to successfully complete the GED test;
 5. 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 request** from one of the representatives identified in Section III. D. 1-5 for individuals 17 years of age and under.
 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). depending on number of forms of the GED test available.
- 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, provided evidence of further study and preparation can be documented.
 2. Applicant's second retest may take place after a period of 45 days with documentation of further study.
 3. Applicants following the second retest must wait until new forms of the GED tests are available during the next contract period.
 4. In the absence of evidence of further study and preparation, applicants are not eligible for re-testing for a period of 90 days.
- B. Individuals who have obtained a GED Certificate may retest to earn higher scores if 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 score report 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 Department of Labor 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 cost 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 item.
 - 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.
700 Governors Drive,
Pierre, SD 57501
- VII. **GED Testing Program contact:** Marcia Hess,
SD Department of Labor - AEL/GED Office, 700 Governors Drive, Pierre, SD 57501-2291.
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