

# GED® TESTING INFORMATION AND PROCEDURES

Sacramento City Unified School District Adult Education  
Charles A. Jones Career & Education Center  
5451 Lemon Hill Avenue, Sacramento, CA 95824 (916) 433-2620, ext. 1060

## Eligibility Requirements

- ❖ 18 years or older, or within 60 days of her/his 18th birthday regardless of school enrollment status.
- ❖ 17 years, out of school for at least 60 consecutive days, and provide a letter of request for the test from the military, a post-secondary educational institution or a prospective employer.

## Identification

All examinees must present **current, government issued** photo identification. Acceptable identification includes a state driver's license or Department of Motor Vehicles identification card, U. S. passport, U. S. issued employment or work visa, or tribal identification card. Identification must include examinee's name, birth date, signature, photograph, and address.

**NOTE: Birth certificates, school identification cards, check cashing cards, and bus passes are not acceptable forms of identification.**

## Fees are *non-refundable*.

Complete GED® Test Battery (5 sections/1 attempt each section)	\$250.00
Single Test (each portion over 12 month limit) .....	\$50.00
Re-test (each section) .....	\$50.00
No-Show (each section) .....	\$50.00
Demographics or Answer Sheet Error (each error).....	\$15.00

*Error fees must be paid before test results are provided.*

Extra Copy of Official GED® Transcript (1 included without charge)\$20.00

## Payment of Fees

Fees are paid by *cash, credit card, money order, or cashier's check only* at the school's Main Office prior to the testing date. Once the fee is paid, the GED® candidate has 12 months to complete all 5 sections of the test. After the 12-month period has passed, the candidate must pay the per-test (single) fee for each of the remaining tests needed. Each of the five tests may be taken a maximum of three times during the period of January 1 to December 31 (*retest fees will apply*). Those who fail to pass any of the tests on the third try must wait until January 1 of the next year to start re-testing. Additional charges are assessed for duplicate Certificates and Official Score Reports.

## Registration and Scheduling

- ❖ Take approved identification and payment receipt to the Career Center, Room 106, from 8:30 a.m. to 4:30 p.m. Monday through Thursday, and 8:30 a.m. to 11 p.m. Friday.
- ❖ Complete a test registration card and all other forms necessary for GED® test registration. (Meeting dates and test schedules available in Career Center.)
- ❖ Sign up early for each test. One or more days in advance of test session is required. Examinees CANNOT sign up to test on the day of the test.
- ❖ Arrive 30 minutes early if any test sections have been taken at another test site (*failure to do so will result in you not being able to test on that day*).

**NOTE: Examinees may take only the scheduled test during each testing session.**

\* Individuals must register at least 12 hours prior to their desired test, but may register as far in advance as is **scheduled**.

## Cancellation Policy

To cancel a reserved time slot, a 24 hour notice is required. A \$50.00 fee *will be* charged if this is not completed. Proof of the re-schedule charge (receipt from the main office), must be provided to reschedule a missed appointment in the career center.

## On Test Day

Report to Room 106 (Career Center) with approved ID and sign in at least 15 minutes before scheduled test time.

**NOTE: Examinees arriving late will not be tested and will need to reschedule after paying rescheduling fee.**

Examinees may schedule their next test at this time.

## Test Reminders

- ❖ Bring approved ID and payment receipt to every testing session.
- ❖ Turn off all cell phones, pagers and beepers.
- ❖ Examinees are not permitted to leave testing room during course of testing. If an examinee leaves the testing room, the test he/she is working on is invalidated.
- ❖ Examinees are not permitted to use their own scratch paper. All necessary test items are provided by the test center.

## Scores

Scores cannot be given over the telephone. Scores must be picked up in person in Room 106 from the GED® examiner or a designated Career Center staff person. Examinees must bring approved ID when picking up scores. In general, it takes two to three weeks for each test to be scored.

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## WHAT TO EXPECT ON THE GED®

### The Test Areas

#### The Language Arts/Writing Test

##### Part I - 50 questions, 75 minutes

**Part I** includes business communications, (documents that are part of the business environment such as letters, memos, reports, executive summaries, e-mail and applications), and "how to" texts (documents that provide instructions or directions, such as how to write a resume, dressing for success, leasing a car, and planning a trip.). Four content areas are being tested: sentence structure, usage, mechanics and organization.

##### Part II - 1 essay, 45 minutes

In **Part II**, GED® candidates are asked to develop an essay of about 250 words on a given subject, drawing upon his or her personal observations, knowledge, and experience. The length of the essay allows candidates to complete a focused, developed essay.

#### The Language Arts/Reading Test

##### 40 questions, 65 minutes

In the GED® Language Arts/Reading Test, the candidate reads and answers questions on several types of literary test passages. One of the Literary Text passages includes at least one comparison/contrast question. Another nonfiction passage is a business-related document, such as an excerpt from an employee handbook or training manual. There are no graphics on this test. There is one piece of drama and one poem on every test form.

#### The Social Studies Test

##### 50 questions, 70 minutes

The GED® Social Studies Test is in a multiple-choice format, and measures skills and concepts from the academic high school subject areas of history, geography, civics and government, and economics. The test also measures four of the general critical thinking skills: comprehension, application, analysis, and evaluation. The source materials consist of articles, speeches, textbook excerpts, letters, laws, maps, graphs, charts, tables, diagrams, and cartoons arranged in sets or as single questions. There will also be at least one practical document such as a voters' guide, tax forms, and one excerpt or adaptation from the *U.S. Declaration of Independence*, the *U.S. Constitution* and other related documents.

#### The Science Test

##### 50 questions, 80 minutes

The GED® Science Test is in a multiple-choice format. Fifty percent of the GED® Science Test questions are understanding concepts, and the remaining 50% are problem-solving questions. Some of the subjects include physical science, life science, earth and space science, as well as Science and Technology, Science in Personal and Social Perspectives, and History and Nature of Science. There are questions on environmental and health topics such as recycling, heredity, disease prevention, pollution and climate. There is also an increased emphasis on science relevant to everyday life.

#### The Mathematics Test

##### 50 questions, 90 minutes

Measurement, Algebra, Geometry, Number Relations, and Data Analysis. 25% of the questions require the candidate to identify the correct way to solve a problem. Part I permits the use of a calculator. Part II does not. A calculator is provided by the testing center. The GED® Mathematics Test includes many questions that require the candidate to access information from sources supplied in the test, such as pie charts, bar graphs, and tables.

#### The Scoring

The scores for each of the five GED® Tests are reported separately on a standard score scale ranging from 200 (the lowest) to 800 (the highest). The scores are not the number of correct answers or the percentage of correct answers. The minimum passing score is 410 on each test and an average of 450 overall (2250 total standard score points).