

Mail this completed application to:

LANCASTER COUNTY GED TESTING PROGRAM

LLIU13 - GED Testing Center
Lancaster CareerLink
1016 North Charlotte Street
Lancaster, PA 17603

APPLICATION FOR ADMISSION
LANCASTER COUNTY GED TESTING PROGRAM
(Please type or print clearly. Keep a copy for your records.)

Lancaster County GED Testing Office Hours
Monday-Friday
8:30 a.m.-4:00 p.m.
(717) 606-1363 or
(717) 606-1364



Personal Information

1. NAME (First, Middle, Last) _____ 2. CURRENT ADDRESS (Street Number and Name, City, State, Zip Code) _____

3. SOCIAL SECURITY NUMBER _____ 4. DATE OF BIRTH (Month/Day/Year) _____ 5. SEX Male Female _____ 6. PHONE NUMBER (Include area code) _____

7. LAST SCHOOL ATTENDED _____ 8. HIGHEST GRADE COMPLETED _____ 9. SCHOOL DISTRICT OF RESIDENCE _____

Certification/Release of Information

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	10. I want to take the GED Test in English. If NO, check the correct language: <input type="checkbox"/> Spanish or <input type="checkbox"/> French
<input type="checkbox"/>	<input type="checkbox"/>	11. I am a resident of Pennsylvania. If NO, you may not test in Pennsylvania.
<input type="checkbox"/>	<input type="checkbox"/>	12. I am at least 18 years old. If NO, you may not be eligible to take the GED Tests. Please contact our Lancaster County office for further information.
<input type="checkbox"/>	<input type="checkbox"/>	13. I took a GED preparation course. If YES, indicate where: _____
<input type="checkbox"/>	<input type="checkbox"/>	14. This is the first time I have taken the GED Tests since January 1, 2002.
<input type="checkbox"/>	<input type="checkbox"/>	15. If your answer to #14 is NO, where and when did you take the GED Tests previously?

_____ Name of Test Site _____ City _____ Year _____

Yes No I authorize the release of my GED Test information for educational, military, or other employment purposes.

I certify that I have not graduated from an accredited high school in the United States or Canada; that I am not currently enrolled in high school; that I meet all eligibility requirements; and that the above statements are true to the best of my knowledge.

Signature of Applicant

CERTIFICATION/RETEST FEES

16. If you wish to sign up for tests individually, check the test(s) you wish to take and enter total dollar amount in #17.

- Language Arts - Writing\$25.00
- Social Studies.....\$25.00
- Science\$25.00
- Language Arts - Reading\$25.00
- Math.....\$25.00

17. If taking the full test enter \$100 in box below. To determine total due for individual test fees go to #16 and enter that amount in box below. **Checks/Money orders must be made payable to LLIU13. Mastercard, VISA, Discover are also accepted.**

Write your name on your payment, **cash will NOT be accepted.** Return the completed application and payment to address above.

\$

Fees Are Non-Refundable

IMPORTANT – Please Read Carefully

- You are responsible for finding out when your test date is scheduled. If you **DO NOT** receive a Test Date Notification, you are still responsible for your reservation.
- You must choose a test date that is at least 4 weeks from the date you complete this application.
- Cash will NOT be accepted. Fees are **NON-REFUNDABLE** and **NON-TRANSFERABLE**.
- Money orders/checks must be payable to **LLIU13**. VISA, Mastercard, Discover, Credit Cards are accepted.
- **PERSONS WHO ARE ABSENT OR LATE FOR THEIR SCHEDULED TEST MUST REAPPLY AND REPAY APPLICABLE FEES.**

Date Request

18. Print the date of the session you wish to attend. Contact our office for available test dates.

<u>Lancaster CareerLink</u>	_____	<u>Lancaster CareerLink</u>	_____
Test Site	Test Date 1st Choice	Test Site	Test Date 2nd Choice
			Test Time

TEST SESSION REQUESTS ARE NOT GUARANTEED. If the test date(s) you requested are full by the time we receive your application, you will be assigned to the next available test date. Call our office, (717) 606-1363 or (717) 606-1364, if you are not sure of your actual test date.

Adult and Family Literacy Education GED Test Regulations

Please read the following test regulations carefully. If you have any questions, please call our office at (717) 606-1363 or (717) 606-1364.

Pre-registration

1. Pre-registration is required for all GED Tests. In order to pre-register, you will need to complete a registration form and pay for the GED test(s) you plan to take. This can be done at the Lancaster CareerLink Monday through Friday from 8:30 a.m. to 4:00 p.m., by mail, or at a scheduled test registration session where night classes are held.
2. You must be a Pennsylvania resident to register for the GED test. A PA driver's license or non-license photo ID issued by the PA Department of Transportation must be presented both at the time of registration and at the time of testing.
3. You must be at least 18 years of age to pre-register for the GED test. Individuals who are 16 or 17 years of age may be permitted to test under certain circumstances. If you are 16 or 17 years of age, please ask GED staff members about the documentation you will need prior to pre-registration.
4. Test slots are filled on a first-come, first-served basis and spaces for testing will not be held pending registration or payment.
5. GED candidates may not take the test more than three times per year. A three month waiting period is recommended to retake a section of the test.
6. Special Accommodations - Not all individuals can be fairly tested under standard condition. An applicant who has a recently documented learning, physical, or emotional disability may qualify for special accommodations when taking the GED test. Contact the IU 13 office at (717) 606-1363 or (717) 606-1364 for more information.

Payment

1. The full battery (all five sections) of the GED Test costs \$100.00. Individual sections can be taken at a cost of \$25.00 each. You will need to know when you pre-register which tests you intend to take.
2. Checks or money orders are accepted as payment at the time of pre-registration. Checks should be made payable to LLIU13. A receipt or Test Date Notification card will be issued to you.
3. Payment is non-refundable. Every month, the testing center has more people interested in testing than spaces available. When you pre-register for the GED test you are purchasing a slot that cannot be given to anyone else. With one week's prior notice, you may re-schedule your testing date one time only. We cannot re-schedule your test with less than one week's notice.
4. Should extenuating circumstances occur, such as a death in the family or serious illness, you may request a one-time fee waiver by sending a written request and supporting documentation to the GED Chief Examiner, Lancaster-Lebanon IU 13, 1016 North Charlotte Street, Lancaster PA 17603 .
5. In case of inclement weather, check for announcements concerning Lancaster-Lebanon IU 13 activities on WGAL-Channel 8 or you may call the office at (717) 606-1363 or (717) 606-1364.

Testing

1. Please remember to bring PA photo identification and the receipt or Test Date Notification card when you come to take the GED test.
2. It is important that you arrive to take the GED test on time. No one will be admitted once the testing session has begun.
3. Personal belongings (Including cell phones) will be placed in a storage area in the testing room. Please bring as little as possible to the testing room.

Enclose the signed form below with your application.

Certification of Understanding

*I have read all of the GED test regulations and agree to comply with them. I understand that my **payment is non-refundable.***

Signature _____

Date _____

Printed name _____

Amount Paid

\$	
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check _____
money order _____
credit card _____