

REQUEST FOR GED TEST RECORDS

Requests for GED Test records will no longer be accepted by telephone or by FAX. For *verification* of GED records or for GED Test information you may call 503-378-8648, extension 369.

GED Test records may be ordered from: GED Program
Department of Community Colleges and Workforce Development
255 Capitol St. NE
Salem OR 97310

Submit your request for GED Test records by completing the form below and mailing with the **\$5.00** fee *per document requested*. Fee is for research services. If record is not found, fee is non-refundable.

Check or money order must be made payable to "Oregon GED Program."

Complete the following information (please print using ink):

NAME AT THE TIME OF TESTING _____ -

YOUR NAME NOW _____

ADDRESS _____

PHONE NUMBER _____

SOCIAL SECURITY NUMBER _____ BIRTHDATE _____

YEAR OF TESTING _____ PLACE OF TESTING _____

DID YOU COMPLETE THE GED TESTING? ___ YES ___ NO

DID YOU EARN THE GED CERTIFICATE? ___ YES ___ NO

PLEASE SEND A GED TRANSCRIPT _____ @ \$5.00

PLEASE SEND A DUPLICATE CERTIFICATE _____ @ \$5.00

PLEASE SEND **BOTH** GED RECORD DOCUMENTS _____ @ \$5.00 PER DOCUMENT (\$10.00)

WHERE WOULD YOU LIKE YOUR RECORD(S) TO BE MAILED? (**print** mailing address)

**CAUTION: IF RECORD IS FOR A
COLLEGE EITHER HAVE IT
SENT DIRECTLY TO THE
COLLEGE OR DO NOT OPEN**

Signature _____

Allow a week to ten working days to receive your order. Your request may be delayed if information is incomplete or if the required fee is not paid by personal check or money order. Fee is for research services. If record is not found, fee is non-refundable.