



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
 GED— HIGH SCHOOL EQUIVALENCE
**APPLICATION FOR MISSOURI CERTIFICATE
 OF HIGH SCHOOL EQUIVALENCE (GED)**

GED OFFICE
 P.O. BOX 480
 JEFFERSON CITY, MO 65102
 TELEPHONE: (573) 751-3504
www.dese.mo.gov/divcareered/ged_application.htm

DIRECTIONS: 1. Complete application; print in ink.
 2. Enclose a **\$20.00** money order or cashier's check made payable to **TREASURER, STATE OF MISSOURI**.
 3. Mail to **GED OFFICE** at the above address.
FEE IS NON-REFUNDABLE AND NON-TRANSFERABLE. PERSONAL CHECKS ARE NOT ACCEPTED.

PLEASE PRINT IN INK

SOCIAL SECURITY NUMBER		MAIDEN NAME, IF MARRIED			
NAME	(LAST)	(FIRST)	(MIDDLE)	DATE OF BIRTH	MO. DAY YR. AGE
MAILING ADDRESS	ADDRESS				1. <input type="checkbox"/> MALE 2. <input type="checkbox"/> FEMALE
	CITY	STATE	ZIP CODE		
HOME ADDRESS IF DIFFERENT	ADDRESS				TELEPHONE NUMBER
	CITY	STATE	ZIP CODE		
NAME AND LOCATION OF LAST ELEMENTARY OR HIGH SCHOOL ATTENDED				DATE OF WITHDRAWAL FROM SCHOOL (MONTH/DAY/YEAR)	
SCHOOL PERMISSION APPLICANTS 16 YEARS OF AGE; OR APPLICANTS 17 YEARS OF AGE WHO HAVE NOT BEEN OUT OF SCHOOL AT LEAST SIX MONTHS, MUST HAVE WRITTEN PERMISSION OF AN AUTHORIZED SCHOOL OFFICIAL (HEAD PRINCIPAL OR SUPERINTENDENT) OF LAST SCHOOL ATTENDED ON SCHOOL STATIONERY AND SUBMITTED WITH THE APPLICATION. HOME SCHOOLED APPLICANTS 16 OR 17 YEARS OF AGE MUST HAVE A LETTER OF PERMISSION FROM PARENTS OR GUARDIANS.				HIGHEST GRADE COMPLETED (CHECK ONE)	
				<input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	
SIGN HERE				SPECIAL ACCOMMODATIONS TO TAKE THE TEST BASED ON PHYSICAL OR SPECIAL LEARNING DISABILITIES ARE AVAILABLE. CONTACT THE STATE OFFICE OR ANY GED TESTING CENTER FOR INFORMATION.	
				SIGNATURE OF APPLICANT (DO NOT PRINT) ADDRESS AND CITY STATE ZIP CODE	

FOR STATE OFFICE USE ONLY

Application good for 2 years from the date of receipt.	DEPOSIT NUMBER
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ONCE YOU RECEIVE YOUR AUTHORIZATION:

- GO TO AN ADULT EDUCATION AND LITERACY CENTER NEAR YOU (FIRST TIME TESTERS ONLY)
 - COMPLETE THE GED DEMOGRAPHIC FORM.
 - VIEW THE VIDEO TO FAMILIARIZE YOURSELF WITH THE CALCULATOR AND ALTERNATE FORMAT GRIDDING.
 - TAKE A GED PRACTICE TEST TO FAMILIARIZE YOURSELF WITH THE TEST FORMAT AND CONTENT.
- CONTACT A GED TESTING SITE TO MAKE AN APPOINTMENT TO TAKE THE TEST. YOU WILL NEED THE FOLLOWING:
 - MISSOURI GED TESTING AUTHORIZATION FORM.
 - A TWENTY DOLLAR (\$20) TEST ADMINISTRATION FEE (CASH OR MONEY ORDER ONLY).
 - A COMPLETED GED DEMOGRAPHIC FORM.
 - A MISSOURI DRIVER'S LICENSE OR MISSOURI NON-DRIVER'S LICENSE PHOTO ID.

IF YOU ARE NOT SUCCESSFUL, THERE IS A SIXTY-DAY WAITING PERIOD BEFORE YOU ARE ELIGIBLE FOR RETESTING. YOU MAY TAKE THE TEST THREE TIMES IN A CALENDAR YEAR.

MISSOURI CERTIFICATE OF HIGH SCHOOL EQUIVALENCE

GENERAL STATEMENT

A non-high school graduate who is a resident of Missouri may qualify for a certificate of high school equivalence by passing the General Educational Development (GED) Tests. Most colleges accept the certificate as meeting the entrance requirement and many employers require the certificate as a prerequisite to employment or promotion.

Members of the Armed Forces may be eligible for the certificate on the basis of the GED Tests taken under the auspices of USAFI (prior to 5/31/73) or the American Council on Education (since 6/1/74).

ELIGIBILITY

To be eligible to take the General Educational Development (GED) tests and earn a Missouri High School Equivalency Certificate, a person must be a resident of Missouri (with a Missouri mailing address), and meet one (1) of the following requirements:

1. Be eighteen (18) years of age or older;
2. Be seventeen (17) years of age and withdrawn from school for at least six (6) months from the last day of school attendance;
3. Be currently enrolled in school and qualify as a participant in an approved GED Option Program for at-risk youth; or
4. Be sixteen (16) or seventeen (17) years of age, withdrawn from school and:
 - a. Have the written permission of the superintendent or principal of the school last attended;
 - b. Have the written permission of the parent or legal guardian, if home-schooled; or
 - c. Be incarcerated or have the written permission of the juvenile judge if under the court's jurisdiction.

APPLICATION

FEE of \$20.00 must accompany EACH application. Make remittance by money order or cashier's check payable to Treasurer, State of Missouri. Fee is not refundable. Personal checks not accepted. Fee expires after two years.

AN ADDITIONAL TEST ADMINISTRATION FEE of \$20.00 (cash or money order) must be paid to the testing center. Check with the center regarding this information. Personal checks are not accepted.

SCORE REQUIREMENTS

A minimum standard score of 2250, which is an average of 450 on the five tests, with no score below 410, is necessary to qualify for the certificate. Scores are valid for two years from test date.

WHAT DO THE GED TESTS MEASURE?

The Tests of General Educational Development (GED Tests) consist of five tests which measure achievement in subject areas associated with a high school program of study. The five tests, and their relative content emphasis, are:

1. **Language Arts, Writing:** Organization (15%); Sentence Structure (30%); Usage (30%); Mechanics (25%); Part II: Essay (45-minute direct writing exercise). Time allowed for testing: 120 minutes.
2. **Social Studies:** National History (25%); World History (15%); Economics (20%); Civics and Government (25%); Geography (15%). Time allowed for testing: 70 minutes.
3. **Science:** Life Science (45%); Earth and Space Science (20%); Physical Science (Chemistry and Physics) (35%). Time allowed for testing: 80 minutes.
4. **Language Arts, Reading:** Literacy Texts (poetry; drama; prose fiction before 1920, between 1920-1960, and after 1960) (75%); Nonfiction Prose (25%). Time allowed for testing: 65 minutes.
5. **Mathematics:** Number Operations and Number Sense (25%); Measurement and Geometry (25%); Data Analysis, Statistics, and Probability (25%); Algebra, Functions, and Patterns (25%). Time allowed for testing: 90 minutes.

EXAMINATION

Upon application and submission of the required fee, the candidate will receive authorization and an official list of Missouri testing centers from the State Department of Elementary and Secondary Education. The candidate is responsible to make an appointment to take the test at the center of his choice. Testing days will vary with each center: some centers test over a period of two days, others complete all the tests in one day.

To be admitted to the testing session, the examinee must provide a Missouri GED Testing Authorization Form, the required fee, a completed demographic form and a Missouri driver's license, Missouri photo ID or current U.S. passport.

Test scores are accepted from other states when reported directly to the state office by: (1) Official GED Testing Centers; (2) the Defense Activity for Non-Traditional Education Support (DANTES); (3) the Veterans Administration hospitals and centers; and (4) the GED Testing Service.

RE-EXAMINATION *Application and Fee required each time tests are taken.*

Re-examination is permitted two months after the previous attempt. **Applicant must retake those tests on which (s)he received a standard score less than 450.** The highest scores above 410 received on all tests taken within the last two years will be compared with the most recent scores. The highest scores obtained for each of the five tests will be used for determining eligibility for the certificate. Tests may only be taken 3 times in a calendar year.

DUPLICATE CERTIFICATES are issued upon payment of a \$15.00 fee (money order or cashier's check only) made payable to "Treasurer, State of Missouri." One official transcript is included.