

**2010 Kentucky Adult Education (July-December)  
GED® Testing Site Information Form**



Please enter official GED testing center information for each testing site including public access, jails and prison sites. Some programs have more than one testing site and will need to complete information for each testing site. **If you have more than one testing site, copy this form and complete as needed. See completed example below.**

<b>Name of Official GED Testing Center:</b>	ADAIR COUNTY BOARD OF EDUCATION
<b>County (county where testing site is located):</b>	ADAIR COUNTY
<b>Testing Location (building name):</b>	<b>ADAIR/COLUMBIA CHAMBER BUILDING</b>
<b>Room Number:</b>	BASEMENT CONFERENCE ROOM
<b>Testing Address (street address and city):</b>	<b>201 BURKESVILLE STREET COLUMBIA, KY 42728</b>
<b>Contact Person and Phone Number (contact person to call to schedule testing):</b>	MARY ANN BRANHAM: 270-384-4497
<b>Testing Type (all in one day or two days):</b>	TEST GIVEN ALL IN ONE DAY
<b>Testing Order and Time of Tests (order of tests by day):</b>	8:00 AM-9:30 AM—MATH ONLY 9:45 AM-11:45 AM—LANGUAGE ARTS/WRITIBNG ONLY 12:00 AM—3:35 PM—SCIENCE, SOCIAL STUDIES, LANGUAGE ARTS/READING ONLY
<b>Time to Arrive:</b>	REGISTRATIONS BEGIN AT 7:30 AM
<b>Required Documentation:</b>	<ul style="list-style-type: none"> <li>• Government issued photo ID.</li> <li>• Proof of Registration Page, signed Misconduct Policy, KYAE-6 form from GED123.org. KYAE-6 must be signed by the examinee, signed by the adult education provider with OPT scores entered and dated. State agency children, juvenile detention students and GED Secondary Program students need additional signatures on the KYAE-6 form</li> <li>• GED Secondary Program students must have a scannable GED Option form available from the examiner and signed by the school district.</li> </ul> <p><b>NOTICE: No examinee may be admitted to testing unless the registration process is complete with all official documentation presented to the examiner. No examinee may be admitted to testing after the testing room door has been closed.</b></p>
<b>Testing Dates:</b>	July <b>NOT TESTING</b> , 2010 August 23 , 2010 September 13 , 2010 Octobernot testing , 2010 November 01 , 2010 December 6 , 2010
<b>NOTE:</b>	<b>Do not enter first and third Thursdays of the month, etc. You must use specific dates.</b>

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**EXAMPLE: How to Complete the GED Test Site Information Form**

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<b>Name of Official GED Testing Center:</b>	Brown County Board of Education GED Test Center
<b>County (county where testing site is located):</b>	Brown County
<b>Testing Location (building name):</b>	Blue Administration Building
<b>Room Number:</b>	Room 132
<b>Testing Address (street address and city):</b>	314 South 1 <sup>st</sup> Street Brownville, Kentucky 40002
<b>Contact Person and Phone Number (contact person to call to schedule testing):</b>	Bill Smith--606-433-9235 Krista Doe--606-433-9228
<b>Testing Type (all in one day or two days):</b>	All tests administered in one day
<b>Testing Order and Time of Tests (order of tests by day):</b>	8:00-9:30      Math Only 10:00-12:00    Language Arts, Writing Only 12:30 -4:30    Science/Social Studies/Language Arts, Reading Only
<b>Time to Arrive:</b>	Students must be present for registration at 7:30
<b>Required Documentation:</b>	<ul style="list-style-type: none"><li>• Government issued photo ID.</li><li>• Proof of Registration Page, signed Misconduct Policy, KYAE-6 form from GED123.org. KYAE-6 must be signed by the examinee, signed by the adult education provider with OPT scores entered and dated. State agency children, juvenile detention students, and GED Secondary Program students need additional signatures on the KYAE-6 form</li><li>• GED Secondary Program students must have a scannable GED Option form available from the examiner and signed by the school district.</li></ul>
<b>NOTICE:</b>	<b>No examinee may be admitted to testing unless the registration process is complete with all official documentation presented to the examiner. No examinee may be admitted to testing after the testing room door has been closed.</b>
<b>Testing Dates:</b>	July 5, 2010 August 12, 2010 September 11, 2010 October 7, 2010 November 5, 2010 December 9, 2010
<b>NOTE:</b>	<b>Do not enter first and third Thursdays of the month, etc. You must use specific dates.</b>

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