

Welcome

New York State Education
Department

General Educational
Development
(GED)

PREP PROGRAM Training

GED Prep Program Training

◆ ACE/ GEDTS General Information

(American Council on Education/GED Testing Service)

<http://www.acenet.edu/Content/NavigationMenu/ged/index.htm>

GED Testing Service, a program of the American Council on Education, develops, delivers and safeguards the GED Tests.

- 5 subject areas in GED test battery + ESL
- Subject areas are timed

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Time Limits

The GED Tests must be administered using a uniform set of time limits at all testing locations.

Test	English	Spanish	French
Language Arts, Reading	65 minutes	70 minutes	70 minutes
Language Arts, Writing	120 minutes	125 minutes	125 minutes
Mathematics	90 minutes	100 minutes	100 minutes
Science	80 minutes	85 minutes	85 minutes
Social Studies	70 minutes	75 minutes	75 minutes
ESL		80 minutes	80 minutes

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◆ GED Scores

- Minimum passing score is 2250
- Minimum passing score for each subtest is 410
- Maximum attainable score is 4000
- Maximum attainable score in each subtest is 800

◆ 200 score on writing – what does it mean?

Candidate failed to receive a passing score on the essay portion of the *Language Arts – Writing* subtest. When this occurs the multiple choice section does not get scored. 200 is the minimum score assigned to all subtests.

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◆ Prep Program Codes

- A 5 digit code is assigned to each prep program indicating the region of the state and the type of program. Codes are being reviewed and revised.

◆ NYS GED Testing Office materials available at:

<http://www.access.nysed.gov/ged>

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- ◆ GED prep program locations in NYS –

http://www.acces.nysed.gov/ged/nys_map/countiesprep.html

- ◆ GED test sites and testing schedules –

http://www.acces.nysed.gov/ged/nys_map/counties.html

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- ◆ **Determination of Readiness to Test**
 - Official Practice Test – OPT
 - Each prep program can set its own passing score of 2250 or higher on the OPT for referral to the GED test.
 - SED's GED Testing Office recommends a passing score of 2500-2600 on the OPT before referring students to the GED test (2500 is required of students in EPE funded GED Prep Programs).

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◆ Determination of Age Eligibility

- Persons 19 years of age and over do not need proof of age eligibility
- Persons 16 through 18 years of age must have proof of age eligibility obtained in advance of the GED Test
- Persons from foreign countries under the age of 19, need notarized letters and proof of US entry dates as substitutes for Attachment B.

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◆ Eligibility contd.

- Eligibility of test candidates by age

http://www.access.nysed.gov/ged/app_process.html

◆ Residency Requirements

- Candidates must show proof that they have physically resided in NYS for at least 30 days.

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◆ Application Process

- Once a student's readiness and age eligibility to test is determined, the teacher should assist the candidate in completing the necessary application/ s (also called Attachments) as follows:

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- Attachment A – “Application for GED Testing” (for every GED Test candidate)
<http://www.access.nysed.gov/ged/docs/attach-a.pdf>
- Attachment B – For GED Test candidates 17 and 18 years of age: Out of school one year, etc.
<http://www.access.nysed.gov/ged/docs/attach-b.pdf>

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- Attachment C - For GED Test candidates 16, 17 and 18 years of age in: AHSEP
<http://www.access.nysed.gov/ged/docs/attach-c.pdf>
- Attachment D - For GED Test candidates 16, 17 and 18 years of age in or accepted to: Job Corps etc.
<http://www.access.nysed.gov/ged/docs/newattach-d.pdf>

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- Attachment E - For GED Test candidates 17 or 18 years of age who are:
Incarcerated or confined

<http://www.access.nysed.gov/ged/docs/attach-e.pdf>

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- ◆ Testing Accommodations for Students with Disabilities
 - Accommodations that may be approved include:
 - Extended Time; Special Location/ Private Room/ Small Group; Audiocassette; Calculator/ Talking Calculator; Scribe and Supervised Breaks.

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- Accommodation applications are downloadable from:

<http://www.acces.nysed.gov/ged/docs/accomodations.html>

- Accomodations/modifications available to everyone without NYSED GED Testing Office approval include the use of various aids, large print test battery and the use of a sign language interpreter.

<http://www.acces.nysed.gov/ged/documents/exammanual1-10.pdf>

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◆ Identification needed for entrance to GED Test

- Primary forms of identification include:

driver's license, passport (photo must be recent), military papers or other form of government identification showing name, address, date of birth, signature, and a photograph.

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- Secondary forms of identification include:
 - a charge card utility bill, etc. showing the name of the GED test candidate.
 - ✓ One form of ID must demonstrate NYS residency.



Students who do not have drivers licenses can apply for non driver's license IDs at any DMV. This must be done weeks in advance of the GED Test.

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- ◆ TAF (Testing Authorization Form)
 - The original form, which gets scanned, must be completed for every prep program student referred to the GED Test for tracking purposes of prep program pass rate and student scores.
 - Must be completed in pencil.

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- Must contain the OPT score, the five (5) digit) prep program code, a prep program contact name and the signature of the authorizing person from the prep program.
- Must be sent along with the completed test materials to NYSED by the GED examiner upon completion of the GED Test session.
- To order TAF go to:
<http://www.access.nysed.gov/ged/documents/TAFRequestForm.pdf>

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Note: GED testers can now access the new *GED Status Report* to verify their diploma status online at: <https://eservices.nysed.gov/ged/>, and entering their Social Security Number or GED ID, and date of birth.

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- ◆ Prep program follow-up to GED testing
 - To verify each GED test candidate's information and ensure accuracy of quarterly reports, the *GED Post Test Candidate Verification Form* available at: <http://www.acces.nysed.gov/aeppl/forms.html>, should be faxed to the attention of Dr. Patricia Mooney at: 518-473-3859, 2–4 weeks after each testing date in which your program's students have tested.

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- ◆ **Review of quarterly reports** should be done by prep program staff, and results should be included in discussions of program improvement by program improvement committees.

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- Three Quarterly Reports available:
 - *Summary of Prep Program* shows the average scores in each subtest, the average total scores, the number of testers, number of diplomas, number of failures, number of transcripts and the overall passing rate for all testers (English, Spanish and French) from each prep program for a specific three month period.

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- *Prep Program Candidate Report* lists each tester by name, Social Security Number, date of test, scores obtained on each subtest, total score and whether a diploma, failure notice or ineligibility notice was generated.
- *Candidate Summary Report* for test centers contains the results of all GED Test candidates who tested during a particular three month period.

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For a prep program to receive a quarterly report of their students' test scores, the Prep Program Code must be entered for item #9, on the New York State GED Examination Booklet Part 1 (Candidate Information) at the time of testing by each test candidate referred for testing with a completed TAF Form. Examination booklets and TAFs are sent to SED's GED Testing Office by the GED examiner after each exam.