OALCF Task Cover Sheet

Task Title: GED application

Learner Name:
Date Started: **Date Completed:**
Successful Completion: Yes___   No___
Goal Path: Employment ✓ Apprenticeship___ Secondary School___ Post Secondary ✔ Independence___
Task Description: Learners will be asked to look at the GED application form and answer questions about the content.

Competency:	Task Group(s):
A: Find and Use Information	A1: Read Continuous text
B: Communicate Ideas and Information	A2. Interpret Documents
	B2: Write Continuous Text

Level Indicators:
A1.1:   Read brief texts to locate specific details
A1.2:   Read texts to locate and connect ideas and information.
A2.2:   Interpret simple documents to locate and connect information.
B2.1:   Write brief texts to convey simple ideas and factual information
Performance Descriptors: see chart on last page
Materials Required: ●   GED application form   ●   Instructions   ●   Paper and pencil and eraser/pen

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Adults who do not have their Grade 12 may sometimes opt for getting their GED instead. Look at the GED Test Application.

Learner Information and Tasks:

All answers must be in complete sentences

Task 1: Why would you complete this form?

Task 2: In what province must you be a resident to write this test?

Task 3: If you are writing a certified cheque or money order for your fees, who do you make the cheque payable to?

Task 4: How many times can you write the test in a calendar year?

Task 5: Identify 2 acceptable proof of age documents that can be submitted with the application.

Task 6: How much is the re-scheduling fee that you must pay if you cannot make your appointment?

INDEPENDENT LEARNING CENTRE
CENTRE D'ÉTUDES INDÉPENDANTES

GED® Test Application

GED® Testing Centre
Independent Learning Centre
2180 Yonge Street – 1st Floor
Toronto, ON M4T 2T1
Telephone: (416) 484-2737   1-800-573-7022
email: ged@tvo.org

IMPORTANT
To write a GED® test you must
• be at least 18 years of age
• have been out of school for at least one full year
• not have graduated from high school
• be a resident of Ontario

GED TESTING SERVICE®

PLEASE PRINT YOUR PERSONAL INFORMATION CLEARLY IN THE SPACES ON THE FORM.

Last name (as per ID submitted): | First name: | Middle name:

Last name at birth: | Email address (REQUIRED): | Retype email address (REQUIRED):

Apt. number: | Mailing address (building number and street name): | City: | Province: Ontario

Postal code: | Telephone number: | Daytime telephone number: | Ext.:

Date of birth: | Month | Day | Year | Age: | Last grade completed at school: | Grade: | Year: | Month: | Sex: Female ☐ Male ☐

I am applying: ☐ To write the five tests for the first time

☐ To rewrite the following test(s): ☐ 1. Language Arts, Writing   ☐ 4. Social Studies
                                    ☐ 2. Language Arts, Reading   ☐ 5. Science
                                    ☐ 3. Mathematics

For ILC use only

You must rewrite any test where your standard score is less than 450. A rewrite is allowed with no waiting period if the score is 400 or more. If the score is 390 or less, you cannot rewrite for 3 months. Use this time to prepare. Tests may only be written twice in any calendar year.

FEES

A **non-refundable fee of $100.00** must accompany your application. The fee can be paid by **certified cheque**, money order, Visa, or MasterCard. An NSF cheque will result in a **$35.00 charge** and your test scores will be withheld. Please note that there is a **non-refundable fee of $100.00** for each attempted rewrite.

$100.00 to be paid by: ☐ Visa   ☐ MasterCard   ☐ Money order   ☐ Cheque certified by your bank

Important: Make your **certified cheque** or money order payable to **TVO – GED**.

Card number : | Expiry date (MM/YY):

Name of cardholder: _____   Signature of cardholder: **X**_____

Name of paying Centre (if applicable) _____

VERY IMPORTANT – PLEASE READ CAREFULLY

To the best of my knowledge, the information I have given on this application is complete and correct.

_____   _____
Signature   Date

This information is collected in accordance with the Education Act, Revised Statutes of Ontario, 1980, Chapter 129, Section 8 (q) and Chapter 237. The information will be used for eligibility purposes and for evaluation requirements of the GED® certificate. This information may also be used by TVO for statistical purposes. For additional information, please contact the GED Administrator™ at (416) 484-2737.

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In addition, I am requesting:

☐ To write a special edition of the test (large print)

☐ To write the test with special accommodations (*You will need to complete the appropriate form.)

If you need a special accommodation (e.g. extended time, private room, frequent breaks) because of a physical, psychological, or learning disability, it must be documented by a qualified professional. Note: It takes approximately two months to process application forms where special accommodations are requested.

Please phone (416) 484-2737 or 1-800-573-7022 to get the special accommodation form that you need to submit with this application or print it from our website: ilc.org

Refer to the Test Schedule. Indicate below the session code (example T-01) for your first choice (and where applicable, your second and third choice) for writing your GED® test(s). Your application must be received at least 21 days prior to the session.

First choice:	Second choice:	Third choice:
1.	2.	3.

PROOF OF IDENTITY

When you send in your application form and fee, you must provide proof of age. A photocopy of a Canadian birth certificate, Canadian passport, Ontario driver's licence, or Ontario photo health card is acceptable.

Important: When you arrive to write your test, you must present photo identification and proof of age, e.g., your Ontario driver's licence, Canadian passport, or Ontario photo health card. A photocopy will NOT be accepted.

SEND YOUR APPLICATION WITH PROOF OF IDENTITY TO

GED® Testing Centre   OR   If paying by credit card, fax application to:
Independent Learning Centre   (416) 484-2750
2180 Yonge Street, 1st Floor
P.O. Box 200, Station Q
Toronto, ON M4T 2T1

Your application will be returned to you, if any one of the following items is missing (REQUIRED):

☐ Test session choices indicated   ☐ Completed and signed application

☐ Proof of age (ONTARIO issued)   ☐ Payment of $100.00 fee

☐ Date of leaving letter for candidates who are 18 years old

A letter will be sent to confirm your test dates. If you have not received your confirmation letter within three weeks, please contact our office.

Note: If you cannot attend your confirmed session, please contact us at least one week prior to the test date or you will incur a $25.00 rescheduling fee.

For our information, how did you find out about GED®?	☐ A friend/relative	☐ An advertisement
	☐ An employer	☐ A local school/community college
	☐ Canada Employment Centre	☐ A resource centre
	☐ Other _____	

Task Title: GED application

Answer Key

Task 1: Why would you complete this form?
You would complete this form to apply to write the GED test.

Task 2:   In what province must you be a resident to write this test?
You must be a resident of Ontario to write this test.

Task 3: If you are writing a certified cheque or money order for your fees, who do you make the cheque payable to?
You would make the cheque or money order payable to <u>TVO-GED</u>.

Task 4: How many times can you write the test in a calendar year?
    You can write the test twice in a calendar year.

Task 5:   Identify 2 acceptable proof of age documents that can be submitted.
Two acceptable proof of age documents that can be submitted are a Canadian birth certificate and a Canadian passport. <u>(Ontario driver's licence, Ontario health card are also acceptable.)</u>

Task 6: How much is the re-scheduling fee that you must pay if you cannot make your appointment?
The re-scheduling fee is $25.00.

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	Performance Descriptors	Needs Work	Completes task with support from practition-er	Completes task independ-ently
A1.1	● reads short texts to locate a single piece of information			
	● decodes words and makes meaning of sentences in a single text			
	● follows the sequence of events in straightforward chronological texts			
	● follow simple, straightforward instructional texts			
A1.2	● scans text to locate information			
	● locates multiple pieces of information in simple texts			
	● makes low-level inferences			
	● reads more complex texts to locate a single piece of information			
A2.2	● performs limited searches using one or two search criteria			
	● extracts information from tables and forms			
	● uses layout to locate information			
	● makes low-level inferences			
B2.1	● writes simple texts to request, remind or inform			
	● conveys simple ideas and factual information			
	● uses sentence structure, upper and lower case and basic punctuation			

This task: was successfully completed___   needs to be tried again___

Learner Comments

_____   _____

Instructor (print)   **Learner Signature**