



A GUIDE FOR GED EXAMINEES

**WHAT YOU SHOULD KNOW ABOUT
THE GENERAL EDUCATIONAL DEVELOPMENT TESTS**



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- Revised -

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WHAT ARE THE GED TESTS?

The General Educational Development (GED) Tests are five multiple-choice tests in the areas of **language arts writing, language arts reading, social studies, science, and mathematics**. The language arts writing test also requires the writing of an **essay**.

The GED is primarily a reading test that is designed to measure the skills that you would have normally gained through twelve years of formal education: the ability to understand and apply information; to evaluate, analyze, and draw conclusions; and to express ideas and opinions in writing. When you have passed the five tests, you will receive a **British Columbia Secondary School Equivalency Certificate**.

By passing the tests, GED certificate holders demonstrate they possess academic abilities that are **equivalent** to those of secondary school graduates. It will show that you have the potential of a secondary school graduate to succeed in further study or job situations; however, specific knowledge (mathematical and scientific formulas, specific literary works, etc.) is not tested. Your results on the GED tests will demonstrate how well you have done compared to the performance of recent secondary school graduates. **The British Columbia Secondary School Equivalency Certificate is not the same as secondary school graduation and cannot be considered as a substitute for it.**

The GED Testing Service in Washington, D.C., originally developed the tests but the Canadian version has been adapted to Canadian standards.

WHY WRITE THE GED TESTS?

These tests are intended to help adults who did not graduate from secondary school improve their academic or vocational standing. By successfully completing the GED tests, you will indicate that you have the necessary skills, ability, and determination to pursue a high level of achievement. People write the GED tests for many reasons:

- to qualify for a better job
- to gain promotion within their own organization
- to apply for admission to educational and training institutions
- for personal satisfaction

WHO ACCEPTS THE GED CERTIFICATE?

GED certificates are awarded in all of the Canadian provinces and territories, except Quebec, and all of the American states and its territories.

In some jurisdictions, GED test scores are accepted as being equivalent to secondary school graduation requirements for the purposes of employment, promotion, and licensing. Some post-secondary institutions also accept GED test scores in place of completed secondary school transcripts for admission purposes. **However, if you plan to use the GED certificate for college/university entrance or for a job application, you should first determine that it will be acceptable and meet the necessary standards or specific prerequisites before you apply to write the GED tests.**

DO I NEED TO STUDY FOR THE TESTS?

Many private companies offer GED preparatory courses. **You do NOT need to take a class or course to be eligible to write the GED tests.**

The basic premise behind the GED Testing Service is that learning is a continual process and the GED tests offer an opportunity for adults to demonstrate the learning they have accomplished since leaving school. The tests are designed to measure your ability to understand and reason rather than test you on facts. Many people have found it helpful to enroll in a course or borrow library materials to refresh their test taking skills.

WHO MAY TAKE THE TESTS?

You **MUST** meet the following four requirements **at the time of application**:

You must

- be a Canadian citizen or landed immigrant,
- be a British Columbia resident,
- be at least 18 years of age on the date of the tests,
- not have received a Grade 12 graduation certificate from any institution.

YOU WILL NOT BE GIVEN CREDIT IF YOU DO NOT MEET THE ABOVE REQUIREMENTS.

WHAT IS ON THE GED TESTS?

The GED tests are designed to measure understanding in subject areas comparable to a secondary school program of study. The following is a description of the five tests:

LANGUAGE ARTS WRITING

(120 minutes total - 50 multiple-choice questions, 1 essay)

The Language Arts Writing test is intended to measure your ability to use standard written English clearly and effectively. **The test contains two parts; candidates must write and be successful on both parts to receive a score.**

Part I has 50 multiple-choice questions. The questions will measure your ability to edit and correct sentences in the following areas: **sentence structure** (30%), **word usage** (30%), **mechanics** (25%), and **organization** (15%). You will be required to maintain consistency in verb tense or point of view within the total text. The format of the questions is **sentence correction** (45%), **sentence revision** (35%), and **sentence structure, mechanics and organization** (20%). You will have 75 minutes to complete this section.

Part II requires you to write an essay of approximately 200-250 words on an issue or situation with which you are familiar and requires no special knowledge. You will be given 45 minutes to complete the essay and you are encouraged to plan, draft, revise, and proofread it.

SOCIAL STUDIES

(70 minutes- 50 multiple choice questions)

This test consists of reading and interpreting passages and practical documents such as a voter's guide, graphics, and photographs that are taken from social studies texts and historical documents. The subject areas covered generally deal with Canadian issues.

40%	Canadian and World History
20%	Economics
25%	Civics and Government
15%	Geography

You will be given the opportunity to demonstrate an understanding in each area by answering questions that ask you to interpret the meanings of the selections and draw conclusions from the material presented.

SCIENCE

(80 minutes - 50 multiple-choice questions)

Please note that the Science test uses metric terms and measurements.

This test is made up from three areas of science:

45%	Life Science (Biology)
35%	Physical Science (Chemistry, Physics)
20%	Earth and Space Science

The test follows two different formats:

Fifty percent (50%) of the Science test will be conceptual understanding questions where short statements, diagrams, charts, or tables are given and then questions are asked about each item.

The remaining 50 percent will be problem-solving questions where longer reading passages or visual materials are followed by questions.

LANGUAGE ARTS READING

(65 minutes - 40 multiple-choice questions)

This test measures your ability to understand different kinds of reading passages and answer questions in two content areas:

- 75% Literary texts, including drama, poetry, and prose from 1920's to the present.
- 25% Non-fiction texts, including nonfiction prose, critical reviews, business documents.

MATHEMATICS

(90 minutes - 50 multiple-choice and alternate format questions)

Please note that the Mathematics test uses metric terms and measurements. There are two separate booklets (Part I and Part II), 45 questions in each, which are combined and reported as one score.

Only Part I of the test permits the use of a Casio fx-260 solar calculator. (See Appendix A for calculator directions).

The mathematics test places emphasis on your ability to solve real-life problems. It does not test your ability to recognize specialized mathematical vocabulary or symbols. There are four content areas covered:

- 20-30% Arithmetic (Number operations)
- 20-30% Measurement and Geometry
- 20-30% Data Analysis, Statistics and Probability
- 20-30% Algebra Functions and Patterns

The questions require some computation, problem-solving, and interpretation of data contained within graphs, charts, tables, and diagrams.

HOW DO I APPLY TO TAKE THE TESTS?

You must submit a completed **APPLICATION TO WRITE GED TESTS** form and appropriate fees to the GED Testing Service in Victoria. The mailing address is on the bottom of the application form.

Application forms to write the GED tests are available from the GED Examiner at your local community college or at the following web site: <http://www.bced.gov.bc.ca/ged/> There is a complete list of the community colleges that offer GED testing on the following page. You can also contact:

GED Testing Service Ministry of Education P.O. Box 9886 STN PROV GOVT Victoria, BC V8W 9T6 Telephone: (250) 356-2431 Fax: (250) 356-0271 Web: www.bced.gov.bc.ca/ged
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WHEN ARE THE GED TESTS WRITTEN?

Regularly scheduled testing sessions are held seven (7) times during the GED Testing Year at community colleges throughout British Columbia. The GED Testing Year runs from January to November and the sessions are normally held during the months of January, March, April, June, July, September and November.

For the exact dates of the GED testing sessions, please contact your nearest community college found on the

following page or visit the following website: www.bced.gov.bc.ca/ged

Your completed application form and fees **MUST** be received at the GED Testing Service in Victoria **AT LEAST TWENTY EIGHT (28) DAYS PRIOR** to the testing date. Once you have been registered to write, you will receive a confirmation letter telling you where and when you must report to write the tests. If you have not received a confirmation letter by the Friday before the testing, call the GED Testing Service at (250) 356-2431 to ensure that you are registered to write.

Please note: If you register for a specific session, but are unable to write at that session for personal reasons, you must submit a transfer form to the GED Testing Service **AT LEAST TWO (2) WEEKS BEFORE** the testing date so that your tests can be rescheduled to the next sitting. Requests for transfer on less than two-weeks notice will be considered on an individual basis. (In most cases, you will have to re-register and submit an additional registration fee.) Transfer forms can be obtained at any of the colleges listed on the next page or at the following website: <http://www.bced.gov.bc.ca/ged>

FEES

The current GED test fee must accompany your application form.

The fee is **NON-REFUNDABLE**.

Payment should be in the form of a cheque, money order, Master Card or Visa made payable to the Minister of Finance. Post-dated cheques will **NOT** be accepted. Contact your local community college, the GED Testing Service office at (250) 356-2431 or visit the following website for the current GED fee: www.bced.gov.bc.ca/ged

WHERE WILL THE TESTS BE HELD?

The testing sessions will be held throughout British Columbia at the following community colleges and their satellite test sites.

For additional information contact the GED Examiner at:

CAMOSUN COLLEGE

3100 Foul Bay Rd
VICTORIA BC V8P 5J2
Telephone: (250) 370-3598

CAPILANO UNIVERSITY

North Vancouver Campus
2055 Purcell Way
NORTH VANCOUVER BC V7J 3H5
Telephone: (604) 986-1911, local 2521

COLLEGE OF NEW CALEDONIA

3330 - 22nd Ave
PRINCE GEORGE BC V2N 1P8
Telephone: (250) 561-5826

COLLEGE OF THE ROCKIES

PO Box 8500 2700 College Way
CRANBROOK BC V1C 5L7
Telephone: (250) 489-8236

DOUGLAS COLLEGE

PO Box 2503 700 Royal Ave
NEW WESTMINSTER BC V3M 5Z5
Telephone: (604) 527-5447

KWANTLEN POLYTECHNIC UNIVERSITY

12666 - 72nd Ave
SURREY BC V3W 2M8
Telephone: (604) 599-2368

NICOLA VALLEY INSTITUTE OF TECHNOLOGY

4155 Belshaw St
MERRITT BC V1K 1R1
Telephone: (250) 378-3331

NORTH ISLAND COLLEGE

2300 Ryan Rd
COURTENAY BC V9N 8N6
Telephone: (250) 334-5065

NORTHERN LIGHTS COLLEGE

Box 1000 9820 - 120th Ave
FORT ST. JOHN BC V1J 6K1
Telephone: (250) 787-6201

NORTHWEST COMMUNITY COLLEGE

Box 726 5331 McConnell Ave
TERRACE BC V8G 4X2
Telephone: (250) 635-6511 ext 5377

OKANAGAN UNIVERSITY

1000 K.L.O. Rd
KELOWNA BC V1Y 4X8
Telephone: (250) 862-5419

SELKIRK COLLEGE

PO Box 1200 301 Frank Beinder Way
CASTLEGAR BC V1N 3J1
Telephone: (250) 365-7292

THOMPSON RIVERS UNIVERSITY

900 McGill Rd Box 3010
KAMLOOPS BC V2C 5N3
Telephone: (250) 828-5471

UNIVERSITY OF THE FRASER VALLEY

33844 King Rd
ABBOTSFORD BC V2S 7M9
Telephone: (604) 504-7441

VANCOUVER ISLAND UNIVERSITY

900 Fifth St
NANAIMO BC V9R 5S5
Telephone: (250) 740-6416

VANCOUVER COMMUNITY COLLEGE

Downtown Campus
250 West Pender
VANCOUVER BC V6B 1S9
Telephone: (604) 443-8611

SPECIAL EDITIONS OF THE GED TESTS.

A **French version** of the GED tests is available. If you wish to write the GED tests in French, please mark the correct box on the application form.

The GED tests are also offered in **Large Print**. If you wish to write the tests in Large Print, simply send a written request for that version along with your application form and fees.

The tests are also available in **Audiocassette** and **Braille** versions. Examinees who wish to write either of these versions must submit a **Request for Special Accommodations of Standard GED Test Administration** form to the GED Testing Service in Victoria (see section below).

SPECIAL ACCOMMODATIONS TO WRITE THE GED TESTS.

Special accommodations are available if you have specific learning and/or physical disabilities. To qualify and receive approval from the Chief Examiner of British Columbia you must submit a completed copy of the **Request for Special Accommodations of Standard GED Test Administration** form to the GED Testing Service in Victoria. The GED Testing Service in Victoria will forward a request for accommodations because of special learning disabilities to the GED in Washington, D.C. for their approval.

IN ORDER TO VALIDATE THE REQUEST, SUPPORTING MEDICAL DOCUMENTATION AND/OR A SUMMARY OF TEST RESULTS MUST ACCOMPANY THE REQUEST FOR SPECIAL ACCOMMODATIONS FORM.

The **Request for Special Accommodations to the Standard GED Test Administration** form is

available from the GED Examiner at your local community college or at the following website:

www.bced.gov.bc.ca/ged

The form must be sent to the GED Administrator, in Victoria, along with your application form and fees. **Any request submitted without the appropriate application form and fees will be returned.**

Due to the time required to review these cases, examinees requesting special needs accommodations must submit their application form, writing fees, special needs form, and medical documentation to the GED Testing Service at least **SIX WEEKS PRIOR** to the writing date.

WHAT DO I BRING TO THE TESTS?

Satisfactory identification must be presented at the time of the test.

You must bring some form of picture identification: a valid driver's license, a British Columbia Identification Card, a passport, or other identification cards (which have a photograph, signature, and indicate date of birth and residency). As well as a picture, the identification must have a specimen of your signature.

Also, please be sure to bring your Social Insurance Number with you when you write the tests. This is the identification number that the GED Testing Service in Victoria uses to identify who you are, mark your test answers, and record your marks.

Everything you need - instructions, a pencil, a pen for the essay portion of the Language Arts Writing test, answer sheets, calculator, and scratch paper will be provided. **No books, slide rules, electronic calculators (other than the Casio fx-260 calculator that will be supplied by the GED Testing Service in Victoria), or other materials may be used when taking the tests. No papers of any kind are to be taken out of the testing room at the conclusion of the test.**

WHAT IS THE TESTING PROCEDURE?




You will be scheduled to write all five tests at your first writing session.

Most colleges write two tests on Friday night and three on Saturday, but a few do write all day Saturday. Please contact the college to verify their testing schedule.

You will record all your personal identification and answers onto answer sheets. **It is important that you follow ALL instructions when completing the forms. The information MUST be complete and correct, as it will be the only record available to indicate that you have written the GED tests. If you do not fill in your Social Insurance Number correctly, there will be no way to identify which paper is yours, and if you do not indicate which test form you are writing, the answers cannot be marked. The invigilator at the testing session will help you identify which form you will be writing.**

With the exception of Part II of the Language Arts Writing test, which requires you to write an essay, and the alternate format questions on the Mathematics test (see Appendix B for examples of the Standard Grid and

Coordinate Plane Grid), all the questions on the five GED tests are multiple-choice. Each multiple-choice question has five possible answers.

DIRECTIONS	
RIGHT 	
WRONG 	<ul style="list-style-type: none"> · USE PENCIL ONLY · DO NOT USE INK · ERASE COMPLETELY · ANY MARKS YOU WISH TO CHANGE

On the answer sheet you will be required to fill in a circle to show which answer is best for each question. **Be sure to fill in the space completely.**

HOW LONG DO THE TESTS TAKE TO WRITE?

The GED Testing Service in Victoria schedules the session dates in conjunction with the community colleges, but the colleges set the times the individual tests are administered. You should note that you can write these tests only at the time specified by the colleges. You should arrive at the centre approximately one-half hour before the tests are scheduled to begin. **If you are scheduled to write only some of the tests, call the GED Examiner at the college listed on page 5, to find out what time you should report to write.**

The five tests take seven (7) hours and five (5) minutes to complete.

Language Arts Writing:

Part I: **75 minutes**

Part II: **45 minutes**

Social Studies: **70 minutes**

Science: **80 minutes**

Language Arts Reading:

65 minutes

Mathematics: **90 minutes**

HOW AND WHEN WILL I BE NOTIFIED OF THE RESULTS?

Your completed tests will be forwarded to the GED Testing Service in Victoria to be marked. **Approximately THREE weeks** after you write the tests, you will receive an **Official Report of Results** indicating your Standard Score on each test. If you are successful on all five tests you will also receive a **British Columbia Secondary School Equivalency Certificate**.

HOW ARE THE RESULTS REPORTED?

Results on each of the five GED tests are reported as **Standard Scores** ranging from 200 to 800. A passing Standard Score for the GED Testing Service in British Columbia is 450. You **MUST** receive a score of at least 450 on each of the five tests to be eligible to receive a British Columbia Secondary School Equivalency Certificate. **The GED Testing Service in Victoria does not calculate or report percentages or letter grades.**

CAN I TAKE THE TESTS AGAIN?

You can rewrite one or more of the tests on which you were unsuccessful (**any test on which you received a Standard Score of less than 450**) at a subsequent testing session.

If you are unsuccessful in achieving the passing standard score of 450 the **FIRST** time, you may write a 2nd and 3rd time within the GED Testing Year (January-November). **If you need to write a FOURTH time, you must wait until the following GED Testing Year.**

The scores reported on your new Official Report of Results will be the **HIGHEST** scores that you have achieved and not necessarily the scores from the most recent testing. **Recent scores are not reported if they are lower than your previous scores.**

If you pass, but require higher scores to enter a post-secondary program or for employment purposes, you may rewrite the tests once you have received a passing score. A letter from the post-secondary institution or employer, explaining the need to rewrite plus a written request from you must be submitted to the GED Testing Service and approved by the Chief Examiner of British Columbia.

If you wish to be retested, you must submit a new application form along with the current registration fee.

NOTE: If you have not passed all five GED tests on or before December 31, 2001 you will be required to start testing again with the new 2002 test series and rewrite all five subjects.

If you started to write the GED tests on January 1, 2002 or later, you only have to rewrite the subjects you were unsuccessful in. Until further notice, the scores from subjects that you passed will not expire after a certain time period (e.g., there is no longer a 3 year time limit for rewriting tests).

HOW CAN I GET EXTRA COPIES OF MY MARKS?

The GED Testing Service in Victoria will keep test records.

Duplicate statements of marks or duplicate certificates can be obtained for a fee. Please contact:

Transcripts
c/o Ministry of Education
P.O. Box 9886 STN PROV GOVT
Victoria, BC V8W 9T6
Telephone: (250) 356-2432
Fax: (250) 356-0171
Web: www.bced.gov.bc.ca/ged

APPENDIX A

MATHEMATICS CALCULATOR DIRECTIONS (for the Casio fx 260 Solar Calculator)

CALCULATOR DIRECTIONS

To prepare the calculator for use the **first** time, press the **ON** (upper-rightmost) key. “DEG” will appear at the top-center of the screen and “0.” at the right. This indicates the calculator is in the proper format for all your calculations.

To prepare the calculator for **another** question, press the **ON** or the red **AC** key. This clears any entries made previously.

To do any arithmetic, enter the expression as it is written. Press **=** (equals sign) when finished.

EXAMPLE A: $8 - 3 + 9$

First press **ON** or **AC** .

Enter the following:

The correct answer is 14.

If an expression in parentheses is to be multiplied by a number, press **x** (multiplication sign) between the number and the parenthesis sign.

EXAMPLE B: $6(8 + 5)$

First press **ON** or **AC** .

Enter the following:

The correct answer is 78.

To find the square root of a number

- enter the number;
 - press the **SHIFT** (upper-leftmost) key (“SHIFT” appears at top-left of the screen);
 - press **x²** (third from the left on top row) to access its second function: square root.
- DO NOT** press **SHIFT** and **x²** at the same time.

EXAMPLE C: $\sqrt{64}$

First press **ON** or **AC** .

Enter the following:

The correct answer is 8.

To enter a negative number such as -8

- enter the number without the negative sign (enter 8);
- press the “change sign” (**+/-**) key which is directly above the **7** key.

All arithmetic can be done with positive and/or negative numbers.

EXAMPLE D: $-8 - -5$

First press **ON** or **AC** .

Enter the following:

The correct answer is -3.

APPENDIX B

MATHEMATICS STANDARD GRID AND COORDINATE PLANE GRID

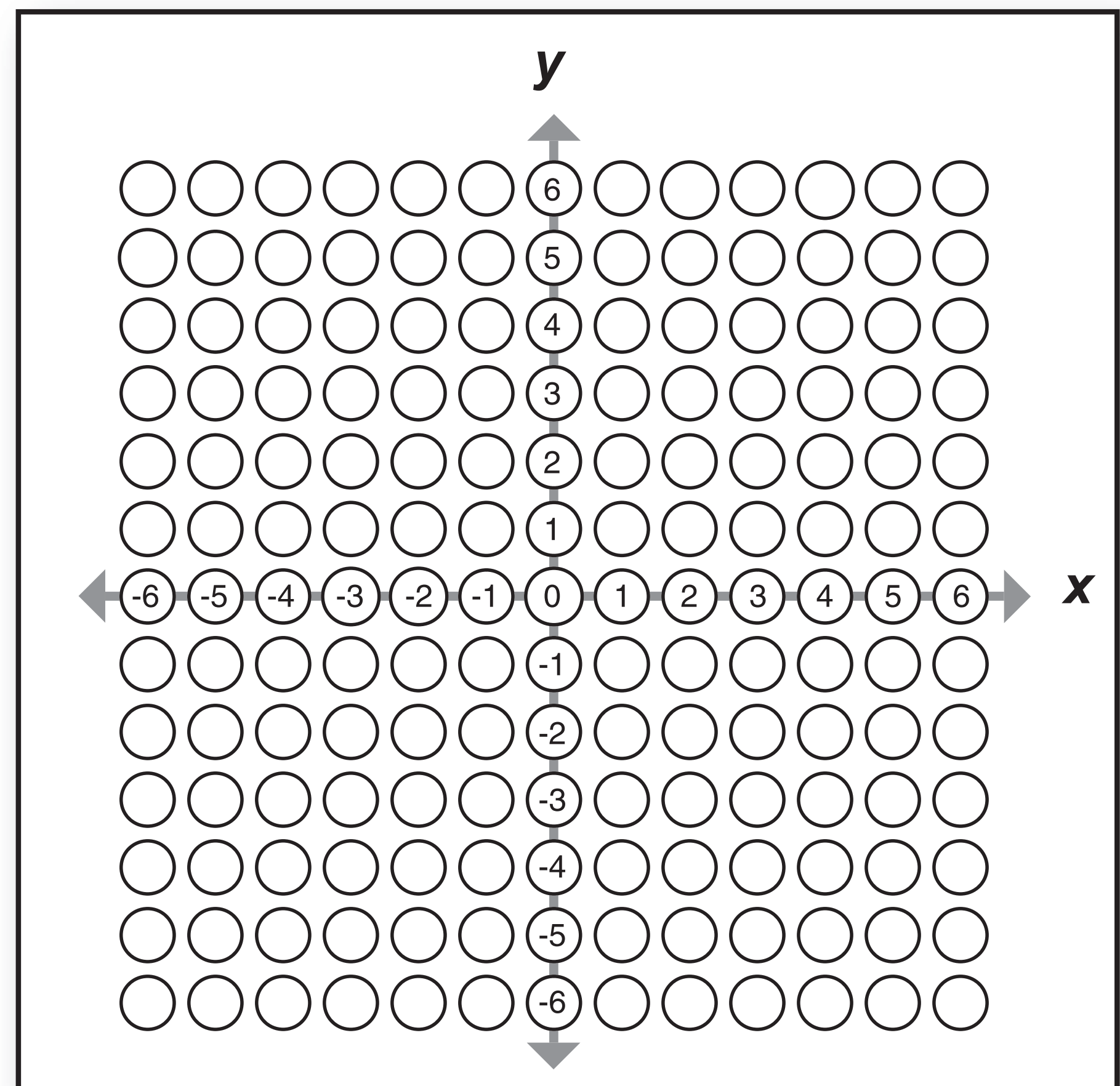


Mathematics Test Coordinate Plane Grid



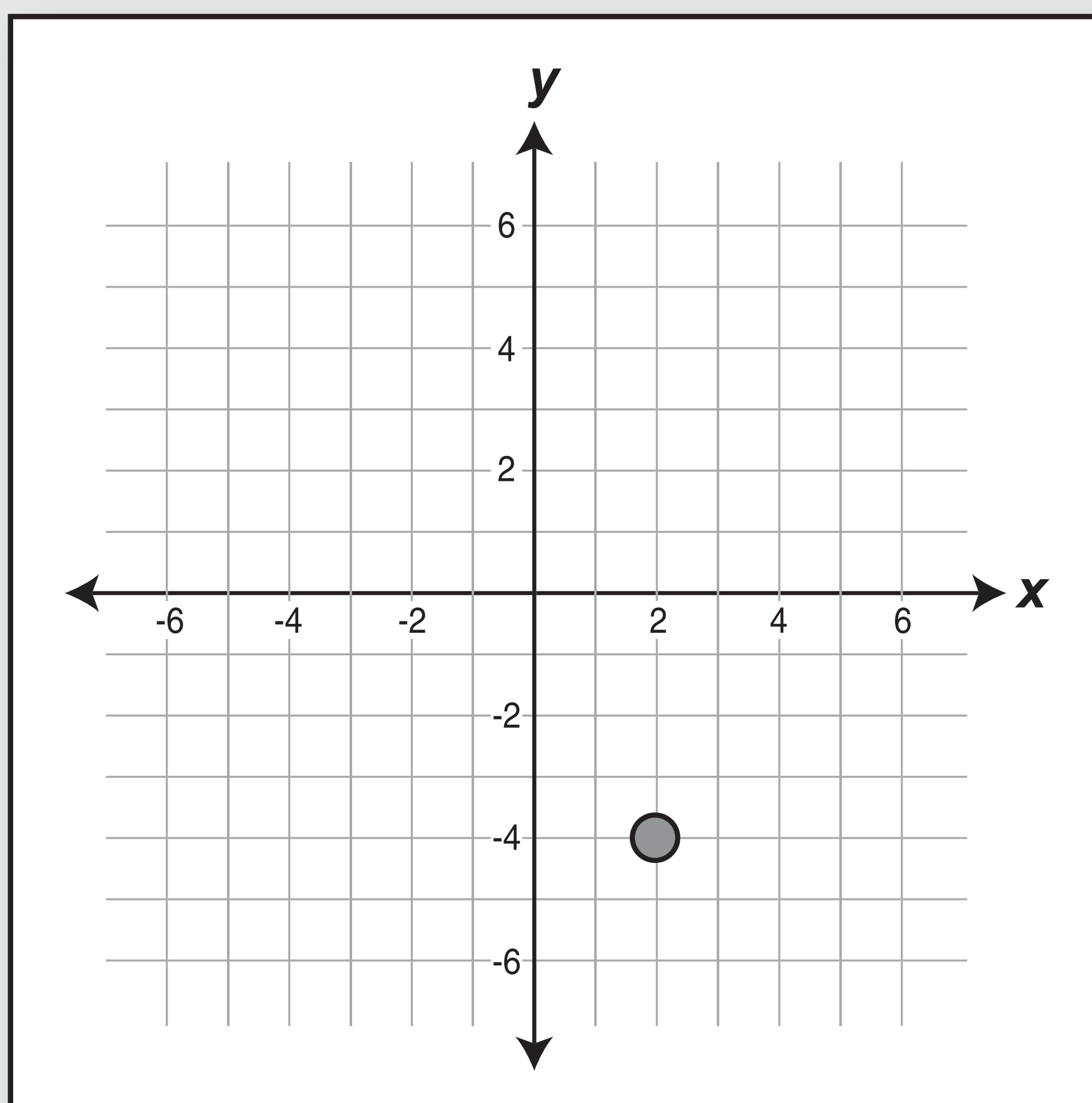
Points to Remember:

- To record an answer on the coordinate plane grid, you must have an “x” value and a “y” value.
- No answer for a coordinate plane question will have a value that is a fraction or a decimal.
- Mark only the **one** circle that represents your answer.



EXAMPLE

The coordinates of point A, shown on the grid below, are (2,-4).



The coordinates of point B, not shown on the grid, are (-3,1). What is the location of point B?

DO NOT MARK YOUR ANSWER ON THE GRID ABOVE.

Mark your answer on the coordinate plane grid on your answer sheet.

CORRECT RESPONSE

