



COMMONWEALTH of VIRGINIA
Department of Education

December 20, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Changes to Fulfillment of GED® Credentials

Beginning January 1, 2014, the Office of Adult Education and Literacy (OAEL) will no longer accept paper, phone, fax, or e-mail requests for the fulfillment of GED® credentials. On that date, the OAEL will transition its GED® credentialing process from the issuance of paper transcripts and official GED® certificates to a paperless Web-based service called GED Credentialing™.

GED Tests Taken Prior to 2014 - Individuals or organizations requesting duplicate transcripts and certificates for GED® tests taken prior to 2014 will log in to the GED Credentialing™ system Web site located at <http://www.gedtestingservice.com/testers/gedrequest-a-transcript> to order electronic or paper transcripts and professionally-printed Virginia GED® certificates (the GED Credentialing™ Web site will go live on January 1, 2014). Requesters will pay a \$15 fee per document. Transcripts and GED® certificates will be issued and delivered in a secure electronic format, although paper fulfillment will be an option. Test takers who do not have Internet access can call a toll-free number and receive phone support for ordering transcripts or GED® certificates. The OAEL will still accommodate walk-in requests for credentials by having Internet access available for test takers to order transcripts online.

2014 GED Computer-Based Tests - Initial GED® certificates and transcripts are free to test takers who pass the 2014 computer-based GED® test. Test takers who pass the 2014 GED® test will automatically receive an electronic, secure, Virginia GED® certificate and a Smart Transcript delivered to the e-mail address provided at registration. Test takers can view, print, and request an initial professionally-printed Virginia GED® certificate free of charge.

Please visit the GED Credentialing™ [Web site](#) for more information about this service. Frequently asked questions for test takers and GED program administrators about changes to the fulfillment of GED® credentials are available on the Virginia Department of Education (VDOE) Web site at <http://www.doe.virginia.gov/instruction/adulted/ged/index.shtml>.

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