

First Mondays

Monthly Notes for Virginia's Adult Education Providers



VIRGINIA DEPARTMENT OF EDUCATION
DIVISION OF
**TECHNOLOGY, CAREER &
ADULT EDUCATION**
OFFICE OF ADULT EDUCATION & LITERACY SERVICES

January 6, 2014

Volume 5, Number 6

CALENDAR



EL/Civics Symposium
February 20-21
Richmond

**Virginia Literacy Leadership
Council (VLLC) Conference**
February 27-28, 2014
Richmond

**New Regional Program
Managers Meeting**
March 12
Staunton

**Regional Program Managers
Meeting (all RPM)**
March 13
Staunton

GED[®]



Resources for GED[®] 2014
information

[Virginia's GED[®] Web site](#)

[VALRC](#)

[Online Forum for Virginia's 2014
GED[®] Instructors](#)

[GEDTS](#)

[OAEL](#)

GED Credentialing™

Beginning January 2, 2014, the Virginia Department of Education (VDOE) will no longer accept paper, phone, fax, or e-mail requests for the fulfillment of GED[®] credentials. GED[®] test takers can order duplicate copies of transcripts and official Virginia GED[®] certificates online at the [GED Credentialing™ web site](#). This service will significantly reduce the turn-around time for obtaining GED[®] documents. VDOE expects to have this service available for third party verification agencies beginning January 2, 2014. Most digital and paper document generation can occur within a span of two hours to three days. Test takers will create an account on the GED Credentialing™ Web site to order duplicate transcripts and official Virginia GED[®] certificates. Digital copies of single documents, both transcripts and certificates, will cost \$15 each. Paper copies of single documents will each cost \$15.

Starting January 2, 2014, test takers without internet access may call GED Credentialing™ toll free at 888-906-4031 to order documents.

For additional questions about GED[®] credentials, please read the [FAQ for test takers](#), or if you are an administrator, please read the [FAQ for adult education administrators](#). These FAQ give an in depth explanation of the GED Credentialing™. Below is a condensed version for your referral when providing this information to test takers.

Transcript Requests

If you took the GED[®] test in Virginia on paper or on computer:

Go to the GED Credentialing™ Web site to order duplicate transcripts or official Virginia GED[®] certificates (either paper or digital copies).

If you took the GED[®] test in Virginia while in the military:

After July 1, 1974:

Go to the GED Credentialing™ Web site to order duplicate transcripts or an official GED[®] certificate issued from the District of Columbia (DC).

Money Matters



The following are due by
January 17, 2014:

Second Quarter:

Reimbursement Requests

Program Income Reports

SLCA Expenditure Reports

Local Program Match Reports

And remember, the last day for
technology budget transfers is
February 14, so please plan
accordingly.



OAEL

Phone: 804-225-2053

Fax: 804-225-3352

*Please visit the [OAEL Web site](#)
for more information about
adult education and literacy in
Virginia and for news and
updates throughout the month.*

Before July 1, 1974:

Contact the address below for information about your records. There is a \$30 fee per transcript, payable by credit card, cashier's check, or money order only, which will be returned to you if no records are found.

USAFI/GED [Transcript Order Form](#)

Mail completed form to:

PROMETRIC

ATTN: DSST/CLEP TRANSCRIPTS

7491 CORPORATE DR

NOTTINGHAM MD 21236

Phone: (877) 471-9860

Fax: (651) 603-3008

If you took the GED® test in Virginia at a state correctional facility or at a Federal Bureau of Prisons facility:

Go to the GED Credentialing™ Web site to order duplicate transcripts or official Virginia GED® certificates.

If you are a state corrections facility and need to verify that an inmate has taken the GED® test:

Please contact Helen Shook, GED® support services, at 804-786-4542 or Jurriaan van den Hurk, GED® administrative support, at 804-225-2053 for verification.

If you have any questions about obtaining GED® credentials, please contact Dr. Mike Nusbaum at the Virginia Office of Adult Education and Literacy at (804) 786-7644, Mrs. Helen Shook, GED® services administrative support, at (804) 786-4642, or the Virginia Adult Learning Resource Center's toll-free GED® helpline at 1-877-37-MY-GED (1-877-376-9433).

Happy
New Year
2014