

Orangeburg-Calhoun Technical College Statement of Policy

Title: General Educational Development (GED) Test

Number: 4.030

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Department of
Responsibility: Academic Affairs

Authorization:

Area Commission Chairman

President

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An individual may stand a series of tests to demonstrate his/her general educational ability and be awarded a high school equivalency diploma. The high school equivalency diploma is issued by the South Carolina Board of Education. In order to take the GED on the campus of Orangeburg-Calhoun Technical College, the applicant must be at least 17 years of age. Under special circumstances, 16 year olds are admitted with a court order and superintendent approval. In addition, the applicant must not be enrolled in high school classes earning units toward a diploma.

Verification of withdrawal and non-school attendance must be provided for persons 17 or 18 years of age. One of the following must be submitted in order for the individual to complete the test:

1. Verification of Withdrawal Form: Section I of the form must be signed and completed by the candidate for testing. This form must be submitted to the last high school of attendance to be completed by the principal or attendance supervisor who will complete Section II.
This form can be obtained from the local Adult Education Office, the SC State Department of Education website, or the GED Testing Service website.
2. Letter of Withdrawal: The letter must be from the principal of the last school attended and must verify the candidate's date of birth and last date of attendance at the school. If the principal is not available, only the superintendent over that school/district may sign the letter.

The completed form or letter must then be forwarded to the GED Testing Office at the SC State Department of Education in Columbia, SC for approval.