

How to get a copy of your GED if you took it at Napa Valley College

THESE INSTRUCTIONS ARE ONLY GOOD FOR TESTS TAKEN AT NAPA VALLEY COLLEGE. IF YOU TOOK YOUR TEST ANYWHERE ELSE WE DO NOT HAVE YOUR SCORES.

If you took the GED test after July 1, 1990 a copy of your **certificate** can be obtained from Educational Testing Services (ETS). If you took the GED test prior to July 1, 1990 and applied for a California High School Equivalency Certificate you may also obtain your **certificate** from Education Testing Services ETS.

ETS - GED Records Center
P. O. Box 4005
Concord, CA 94524-4005

Toll-free (866) 370-4740

If you took the GED test prior to July 1, 1990 and did not apply for a California High School Equivalency Certificate you must contact the State GED Office to obtain a copy of your **certificate**.

State GED Office (916) 445-9438

You can get a free copy of your GED **scores** from the Testing and Tutoring Center by:

- a. Coming to our office during business hours with a government issued picture ID (like your driver's license). Depending on the age of your scores, it may take a day or two to provide a copy of your scores.

b. Faxing a request to the Testing and Tutoring Center that includes:

- Your current name
- Your name at the time you took the GED
- Your current address
- Your current phone number
- Your social security number
- Your date of birth
- Your mother's maiden name
- Your signature
- The approximate date that you took your test

Your scores will be mailed to the address you provide.

Our fax number is (707) 259-8054, and our phone number is (707) 253-3270.

PLEASE NOTE: These are the **only** two methods that our office uses to release GED scores. **By law**, we may not give any information over the phone – even to confirm whether or not an individual took the GED.