



### OFFICIAL GED® TRANSCRIPT/DIPLOMA REQUEST FORM

Only money orders, company checks or cashier’s checks made payable to the Georgia GED Testing Program are accepted. PERSONAL CHECKS AND CASH ARE NOT ACCEPTED.

If no record is found, payment will be applied toward a research fee. Faxed requests are not accepted. Requests without appropriate payment and/or signature will not be processed. After the request is received by the Georgia GED Testing Program, please allow 7 business days for processing.

Mail payment and form to Georgia GED Testing Program, 1800 Century Place, Suite 300B, Atlanta, GA 30345.

**\*Required field**

|  |             |                                       |              |
|--|-------------|---------------------------------------|--------------|
| <b>*LEGAL NAME AT TIME OF TESTING</b>                                  |             |                                       |              |
| *FIRST NAME  | MIDDLE NAME | *LAST NAME                            |              |
| SOCIAL SECURITY #/ TAX ID #  |             | *DATE OF BIRTH                        |              |
| *PHONE NUMBER  | EMAIL       |                                       |              |
| Where did you test in GEORGIA?   |             |                                       | Year Tested? |
| Did you pass? <input type="checkbox"/> YES <input type="checkbox"/> NO |             | If YES, what year was diploma issued? |              |

|                                       |                  |                                  |                  |
|---------------------------------------|------------------|----------------------------------|------------------|
| <b>Official Transcript: \$15 EACH</b> | <b>How many?</b> | <b>GA GED Diploma: \$15 EACH</b> | <b>How many?</b> |
|---------------------------------------|------------------|----------------------------------|------------------|

**\*Please send documents to:**

|                    |        |           |
|--------------------|--------|-----------|
| *NAME/ORGANIZATION |        |           |
| *MAILING ADDRESS   |        |           |
| *CITY              | *STATE | *ZIP CODE |
| *SIGNATURE         |        | *DATE     |

Questions or assistance: (800) 94 MY GED or (404) 679-1645

Official transcripts and duplicate diplomas can also be requested in person at 1800 Century Place, Atlanta, GA 30345 on Monday, Tuesday, Thursday & Friday from 9:00 a.m. to 4:00 p.m. and Wednesday from 9:00 a.m. to 6:00 p.m.

Visit [www.tcsg.edu](http://www.tcsg.edu) for information about GED preparation and testing.