

# GED/HSED Student Responsibilities

## **Before Testing:**

- Complete GED/HSED Orientation at any WESTERN TECHNICAL COLLEGE campus/center.
- Attend core classes to prepare for testing.
- Complete timed GED official practice tests with passing scores.
- Register to test with instructor at area centers. (Must register no later than one week prior to test date.)
- Pay testing fee **in advance**.

## **Day of Test:**

- Arrive at the test site at the scheduled time. Students arriving late will not be allowed to test.
- **Bring photo identification** (driver's license, student ID, etc.).
- Fill out and bubble in answer sheet accurately.
- Receive GED/HSED testing form indicating tests to be taken and the time allowed for each.
- Quietly enter the testing room and be seated.
- Do not make any stray marks on the answer sheet or in the test booklet.
- No books or paper are allowed in the testing room.
- **Students are encouraged to leave all personal items at home, including cell phones. Any items brought into the testing area will be stored until testing is completed.**

## **Testing Procedure:**

- No breaks during a test except for emergencies.
- Do not approach the examiner's table.
- Pencils, pens, calculator, and all scratch paper will be provided.
- Darken answers and completely erase any changes or marks on answer sheet/test booklet.
- Complete test(s) in time allowed as indicated on form.
- Raise hand when the test is completed.
- Remain seated until the proctor checks in testing material.
- Take a break between each test.
- Do a final check of answer form for accuracy of information, test code and test form.
- Complete all of the tests by the end of the scheduled testing period (examiners leave at closing).

## **Test Results:**

- Tests are sent to Oklahoma for scoring. Official test scores will be mailed out to the student two weeks after successfully completing the last test.
- Students may look up unofficial test scores at: <https://secure.gedwizard.com>  
[Email: [firstname.lastname.idnumber@wi.non](mailto:firstname.lastname.idnumber@wi.non) Password: abc[idnumber] (Your ID number is your social security number.)

**IT IS YOUR RESPONSIBILITY TO CONTACT YOUR CAMPUS/CENTER INSTRUCTOR OR CALL 608-785-9535 IF YOU ARE CANCELING OR RESCHEDULING THE TESTING APPOINTMENT.**

## **Western Technical College Locations:**

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| La Crosse – Academic Resource Center, ISS Division, 400 Seventh St N | (608) 785-9535 |
| Black River Falls.....   | (715) 284-2253 |
| Independence .....   | (715) 985-3392 |
| Mauston.....   | (608) 847-7364 |
| Sparta .....   | (608) 269-3791 |
| Tomah .....  | (608) 374-7700 |
| Viroqua .....  | (608) 637-2612 |
| Toll Free Number.....  | (800) 322-9982 |