

John R. Kasich, Governor Dr. Richard A. Ross, Superintendent of Public Instruction

March 31, 2014

«Proper_Name»

«Proper_Address_1», «Proper_Address_2»

«Proper_City», «State» «Zip_Code»

Dear «Proper_Name»,

According to our records, you recently sat for the Computer-Based GED 2002 Test Series on computer for the first time and are eligible for a reimbursement of \$ "Reimbursment".

The reimbursement amount is calculated based using the chart below. The reimbursement amount for each of the subject areas attempted for the first time is \$16. If the entire test was attempted (five subject areas) the reimbursement would be \$80

GED Test Subject Areas	Voucher Value
All Subject Areas	\$80
Individual Subject Areas	
Writing	\$16
Social Studies	\$16
Science	\$16
Reading	\$16
Math	\$16

In order for you to receive this reimbursement you must:

- 1. Apply in person to a Career-Technical Planning District (CTPD) from the website list found at http://education.ohio.gov/Topics/Career-Tech/GED-CTPD.
- 2. Take a copy of this letter and the attached Reimbursement Form to the Career-Technical Planning District (CTPD).
- 3. Show proof of identity using a valid non-expired government issued identification card.
- 4. A check will be sent to you after the CTPD verifies your information.(6-8 weeks)

For more information please contact your local CTPD or the State GED Office at the Ohio Department at (614) 466-1577or by email at GED.VoucherEmail@education.ohio.gov.

Thank you,

GED Office Ohio Department of Education



John R. Kasich, Governor Dr. Richard A. Ross, Superintendent of Public Instruction

Test Taker Information «Proper_Name» Address City State Zip Email Phone Signature **CTPD Information** CTPD Name Test Taker ID Verified CTPD IRN Offered Career Counseling Offered Adult Programming Contact **Options** Email Phone **Did They Accept Career** Counseling Signature Did They Accept Adult Programming Counseling Voucher

In order for students to receive this reimbursement the CTPD will:

- 1. Validate the test taker's identity using a valid non-expired government identification card.
- 2. Copy the test taker's letter and retain for your records.

\$ «Reimbursment»

Amount

- 3. Offer the test taker the opportunity for career counseling.
- 4. Offer the test taker an opportunity to review local adult education program opportunities.
- 5. Complete the Reimbursement Form attached to the letter sent to test takers.
- 6. Acquire the test taker's signature on the Reimbursement Form.
- 7. Sign the Reimbursement Form on the CTPD line.