

March 26, 1998

MEMORANDUM

TO: GED Chief Examiners

FROM: Delane F. Boyer, State GED Administrator

SUBJECT: General Educational Development (GED) Annual Contract

Attached is the GED annual contract to be renewed for the operation of your testing center(s) from June 1, 1998 to May 31, 1999. Also, attached are the GED materials order form and a memorandum from GED Testing Service.

If there is a change in the name of Chief Examiner, please print in the new name on the contract; also print the telephone number of the GED Examiner. Send your signed contract to the GED Testing Service, Attention: Adora Beard, One Dupont Circle, Washington, DC 20036-1163.

Send the pink copy of the contract with your order for test materials to GED Testing Service and keep the white and yellow copies; please send the green copy to this office. Also, complete the attached memorandum from the GED Testing Service and return it with your order for test materials.

If your contract under Section II does not indicate you are authorized to transport GED tests to correctional sites for inmate testing and you wish to do this, please complete Appendix B2 form in the GED Examiner's Manual and send it to this office for processing.

The contract for essay scoring service is with Oklahoma Scoring Service, Inc., PO Box 721437, Norman, OK 73070. The contact person is Ms. Bonnie Cox, phone number (405) 364-8455. Please follow the same procedure as last year to have your essays scored.

Should you have any questions, please call Joy Matthews at (919) 733-7051, ext. 746.

DFB:jwm
Attachments
c: Presidents

CC-98-095