MEMORANDUM

TO: District Superintendents  
   Adult Education Directors

FROM: Michael R. King  
       Director, Office of Adult Education  
       State High School Equivalency Administrator

DATE: April 6, 2020

RE: COVID-19: GED Test Site Closure

The purpose of this memorandum is to provide guidance concerning GED Test Centers. As a result of the Governor’s order to close all non-essential operations because of the coronavirus (COVID-19) pandemic, and guidance received from the South Carolina Department of Education Office of General Counsel, to protect the safety of the citizens in the state, all GED Test Centers must close immediately.

Test Center Directors should receive information from GED Testing soon concerning this closure. In addition to closing test centers, to ensure that test takers receive refunds for their canceled test, or have their test rescheduled accordingly, Test Center Directors should proceed as follows:

- Follow the Pearson VUE test site closure protocol; and
- Contact Channel Quality to report their site closure by calling 1-866-389-3665 and selecting option #2.

If there are any questions or a need for additional information, please contact me at mrking@ed.sc.gov or via phone at 803-734-8300.