

# GED CLASS SCHEDULE

**Adult & Community Education**  
(Main Campus) – 283 Trojan Trail

M-F 8:30 a.m. - Noon  
M-TH 12:30 p.m. - 3:00 p.m.  
M/W/TH 5:00 p.m. - 7:30 p.m.

**Big Bend Workforce Center**  
2525 South Monroe Street

M-F 9:00 a.m. - Noon  
M-F 12:30 p.m. - 3:30 p.m.

**GED Fast Track**  
(Main Campus) – 283 Trojan Trail

M-F 8:30 a.m. - Noon

**Lively Technical Center**  
500 Appleyard Drive, Bldg. 7, Rm. 115  
*(students must be 18 or older for morning classes)*

M-F 8:00 a.m. - 11:30 a.m.  
M-TH Noon - 3:30 p.m.  
M-TH 6:00 p.m. - 8:30 p.m.

**Woodville Elementary School**  
9373 Woodville Highway

M/W/TH 5:30 p.m. - 8:00 p.m.

Leon County Schools  
**ACE** Adult & Community Education

**(850) 922-5343**  
Visit [www.ACE-Leon.org](http://www.ACE-Leon.org)

## GED OnLine

If you...

- Have access to a computer connected to the Internet
- Are comfortable working and communicating online
- Are a self-motivated and independent learner
- And are able to manage your time wisely and focus on your work...

**THEN GED ONLINE CLASSES ARE PERFECT FOR YOU!**

### COURSE DESCRIPTION

- Students must complete orientation, be tested on the Tests of Adult Basic Education (TABE) and score at least 6.0 on all three areas of the TABE (reading, math and language). Students are expected to return to campus to complete an assessment for progress.
- Students are required to complete 12 hours every week online.
- An online teacher is available by e-mail for questions and concerns.

## GED Fast Track

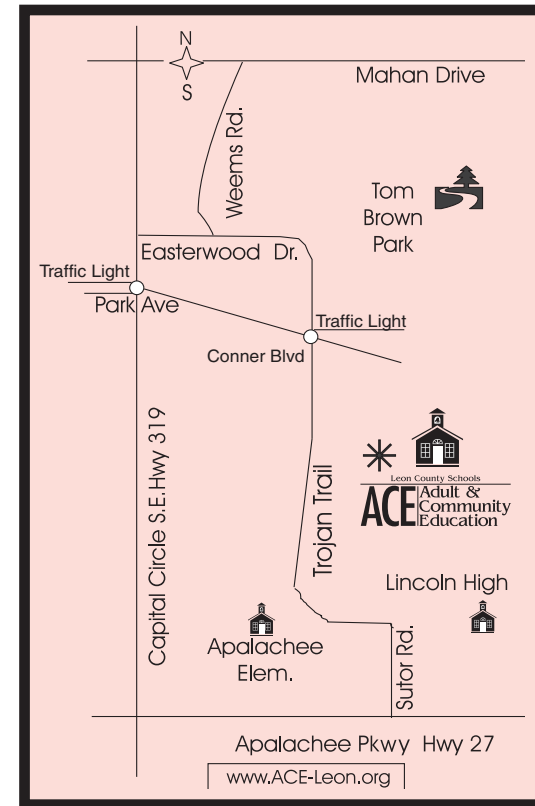
Fast Track to your high school diploma with our GED Fast Track program.

### COURSE DESCRIPTION

ACE Campus - 283 Trojan Trail  
M - F 8:30 - Noon

- Students must be at least 16 years old and withdrawn from high school.
- Students must attend orientation and be tested on the Tests of Adult Basic Education (TABE).
- Students must score a minimum of 9.0 on all three areas of the TABE (reading, math and language).

## Visit us at...



**(850) 922-5343**  
**[www.ACE-Leon.org](http://www.ACE-Leon.org)**

#### Nondiscrimination Contact Information

"No person shall on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, or disability be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving Federal financial assistance, except as provided by law."

An employee, student, parent or applicant alleging discrimination with respect to employment, or any educational program or activity may contact:

Kathleen Rodgers  
Leon County Schools  
2757 West Pensacola Street / Tallahassee, Florida 32304  
(850) 487-7306 • [roddersk@leonshools.net](mailto:roddersk@leonshools.net)

A student or parent alleging discrimination as it relates to Section 504 of the Rehabilitation Act may contact:  
Dr. Margot Palazesi, 504 Specialist  
Leon County School Board Office  
2757 West Pensacola Street / Tallahassee, Florida 32304  
(850) 487-7161 • [palazesim@mail.leon.k12.fl.us](mailto:palazesim@mail.leon.k12.fl.us)

Leon County School District - Tallahassee, Florida  
Jackie Pons, Superintendent

Accredited by the Southern Association of Colleges and Schools

**Earn Your High-School Diploma**



**GED**

2011-2012  
CLASS SCHEDULE

ACE is an official Leon County Testing Center for the GED (General Educational Development) examination. GED candidates who pass the examination are awarded a State of Florida high school diploma.

Morning, afternoon and evening classes are available to help students prepare for the GED Test or to improve basic skills.

## Frequently Asked Questions

### 1. How do I enroll in GED classes?

To enroll, you must be 16 and withdrawn from high school. The first step in enrollment is to meet with a registration advisor to complete required paperwork, pay tuition and schedule an orientation class. Call 922-5343 for the office hours of the advisor.

### 2. What will I do in orientation?

*You will:*

- Get to know other students before joining a class.
- Work with a counselor to plan a career.
- Select a class time/location that will meet your needs.
- Acquire GED Testing information.
- Take the TABE Test to see what skills you need to study.
- Determine if you will be eligible for in-state tuition.
- Pay tuition.

### 3. How much does it cost?

The 2011 Florida Legislature passed a new law requiring tuition for adult education students.

In-State Tuition	\$47.25 per term
Out-of-State Tuition	\$189. per term

Terms are:

- August-December (I)
- January-May (II)
- June (III)

### 4. How do I know if I pay in-state or out-of-state tuition?

To pay in-state tuition, you must bring two current forms of information to prove that you have lived in Florida for the last 12 months. Examples include a Florida Driver's License, Florida ID, or Florida Voter's Registration. For a more detailed list go to [www.ACE-Leon.org](http://www.ACE-Leon.org) or call 850.922.5343.

### 5. What do I bring to orientation?

- A genuine desire to be in school and working towards your diploma!
- Information about living in Florida for at least one year (documentation for tuition).
- Cash or money order for tuition.

### 6. How long will it take to earn my high school diploma/GED?

Everyone learns at a different pace. Motivation and good attendance make a huge difference in how much you accomplish! Test results will be reviewed with you to plan your instruction.

### 7. How will I know when I am ready to take the GED Test?

Your teacher will discuss the GED Test with you and will give you the Official Practice Test (OPT). Your OPT scores will help you know when you are ready for the GED.

### 8. Why should I go to GED classes?

*Classes will help you:*

- Improve your reading, writing and math skills.
- Study the skills needed to pass the GED Test.
- If you are 16 or 17 years old you must enroll in class and score at least a 450 on each area of the OPT in order to take the GED Test before you are 18.

### 9. May I participate in graduation?

ACE holds a formal graduation ceremony in May or June each year for all ACE students who have completed at least 12 hours of class time and have received their diploma.

### 10. What if I have special learning needs?

ACE provides instruction for all students no matter the ability level. You are encouraged to talk to your orientation teacher about any special needs and accommodations that would facilitate your learning.

For information on class times, locations or registration call  
(850) 922-5343

Visit [www.ACE-Leon.org](http://www.ACE-Leon.org)

## GED Test Registration

Pre-registration is required and conducted on a walk-in basis. Candidates may register for available test sessions. Test sessions have limited capacity and will be filled on a first-come/first-serve basis.

All registration is conducted at Adult & Community Education, 283 Trojan Trail, Tallahassee, Florida 32311 (see map on back).

A candidate must be at least 18 years of age to register for the GED test. Individuals under 18 must enroll in a GED class and score at least 450 on each area of the OPT.

**A \$10 discount on the GED exam is given to each ACE student who scores 500 or higher on each section of the practice test.**

### Allow 30 minutes for pre-registration.

To pre-register for a test a candidate must be a Florida resident and must live, work or go to school in Leon County. The candidate must apply in person and bring proper identification as described below:

1. A valid Florida driver's license or valid Florida ID card and a social security card are the recommended forms of identification.
2. If a Florida driver's license or Florida ID card is not available, a valid passport, military ID or other form of government issued (national or foreign) identification that shows name, address, date of birth, signature and photograph is acceptable. If one form of identification does not meet all of the GED Testing Service requirements an appropriate combination will be accepted. Outdated identification will not be accepted. Identification other than a Florida driver's license or Florida ID card must be approved by the ACE GED Testing Office.

If a social security card is not available candidates may register without one.

An ID check will be conducted before each testing session. Students must bring the same IDs used during registration. Absolutely no testing will be permitted without proper IDs!

**Test Fees:** Cash or money order only (non-refundable)  
> Complete Test: .....\$70.00  
> Individual Tests:  
    Language Arts/Writing: .....\$16.00  
    Social Studies, Science, Math: .....\$14.00  
    Language Arts/Reading: .....\$14.00

Special testing conditions may be available for candidates with documented disabilities. Contact the GED Chief Examiner for criteria and qualifications information.

**Cell phones are NOT ALLOWED in the testing room.**