

Step 1



Get your high school
DIPLOMA or equivalent

**TAKE
NOTE**

According to the Bureau of Labor Statistics, those who have a high school diploma or equivalency earn \$7,400 more per year than those who did not graduate from high school.

All industry and skilled jobs require a **HIGH SCHOOL DIPLOMA** or equivalent.

If you did not finish high school, you need to pass the state-administered high school equivalency exam.

THIS SECTION OF THE RESOURCE GUIDE TELLS YOU:

- Who can take the exam
- What the exam involves
- How to prepare for the exam
- Where to take the exam

This section gives you information about the high school equivalency diploma and it will walk you through all the steps needed to prepare for and earn this valuable credential.



The path to your high school equivalency **DIPLOMA**

1. Prepare for the high school equivalency test.

There are many providers of Adult Education (AE) in the Mid-Ohio Valley that offer adult education and literacy services. Classes are available from the low-literacy skill level through diploma prep level. In addition, there is limited availability of English as a Second Language classes.

Services include one-on-one tutoring and preparation for the high school equivalency exam, distance education, workplace skills, workshops for students interested in post-secondary education and financial basics. These classes focus on small group instruction for adults who need to improve reading or reading comprehension, writing, spelling, and basic math in order to prepare for the test.

IF YOU LIVE IN WEST VIRGINIA, visit the West Virginia Department of Education Adult Basic Education website to select a test preparation center near you:

 wvabe.org/class_directory/index.cfm

OR call one of the preparation centers in the list on Page 5.

IF YOU LIVE IN OHIO, you can contact the nearest prep center by visiting:

 education.ohio.gov

OR call one of the prep centers in the lists beginning on Page 6.

2. Choose a site to study/receive assistance in preparing for the test.

- Contact the preparation site to learn more about class times and schedules.
- Select the site/schedule and attend classes to prepare for the test.
- Contact information for centers is listed at the end of this section.

3. Take the high school equivalency.



High School Equivalency Diploma **WEST VIRGINIA** Residents

What does the WV high school equivalency diploma test measure?

The exam measures the academic knowledge and proficiency equivalent to those of a high school graduate. It covers five content areas:

Language Arts – Reading

Language Arts – Writing

Mathematics

Social Studies

Science

How do I schedule a testing appointment?

Contact your local adult education center in West Virginia. A list follows on Page 5.

For more information go to:



wvde.state.wv.us/abe

Getting your test results

TASC™ RESULTS: The original copy of the TASC™ transcript /credential is issued at no cost.

QUESTIONS



304-558-6315



WEST VIRGINIA

Mid-Ohio Valley Adult Education Sites



BRAXTON COUNTY

Braxton Adult Learning Center

105 Jerry Burton Drive
Sutton, WV 26601

304-765-5415

8 a.m. – 3 p.m. Monday – Friday

Adult Education, West Virginia High School
Equivalency preparation, Computer Literacy

CABELL COUNTY

Cabell County Career Technical Center

1035 Norway Avenue
Huntington, WV 25705

304-710-3422

Cabell County Literacy

1057 Sixth Avenue
Huntington, WV 25721

304-710-3422

Tri-State Literacy Council/ Cabell County Library

455 9th Street
Huntington, WV 25701

304-528-5700

Mountwest Community Technical College

One Mountwest Way
Huntington, WV 25701

304-710-3422

CALHOUN COUNTY

Calhoun-Gilmer Career Center

5260 East Little Kanawha Hwy
Grantsville, WV 26147

304-354-6151

Noon – 3 p.m. Tuesday and Thursday

Noon – 4 p.m. Wednesday

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs screening

Calhoun Literacy Council

P.O. Box 507
Grantsville, WV 26147

304-354-7227

Tutoring

CLAY COUNTY

Clay County Adult Learning Center

4208 Wallback Road
Wallback, WV 25285

304-587-1191

DODDRIDGE COUNTY

Doddridge County ABE

123 Main Street
West Union, WV 26456

304-873-3216

Doddridge County High School Evening ABE

1 Bulldog Drive
West Union, WV 26456

304-873-2300 ext. 28



FAYETTE COUNTY

Fayette Institute of Technology

300 West Oyler Avenue
Oak Hill, WV 25901

304-469-2911 ext. 7106

7:30 a.m. – 2:30 p.m. Monday and Thursday
5:30 p.m. – 8 p.m. Tuesday and Thursday

Adult Education, West Virginia High School
Equivalency preparation, Computer Literacy

Fayette County Literacy Council

RR 1 Box 233B
Fayetteville, WV 25840

304-465-5072

Tutoring

GILMER COUNTY

Calhoun-Gilmer Career Center

5260 East Little Kanawha Highway
Grantsville, WV 26147

304-354-6151

11 a.m. – 3 p.m. Tuesday and Thursday
3:30 p.m. – 5:30 p.m. Tuesday and
Wednesday

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs screening

JACKSON COUNTY

Jackson County Public Library

208 North Church Street
Ripley, WV 25271

304-532-1121

Tutoring through Jackson County Literacy
Council

Jackson County WorkForce West Virginia Career Center

206 Stone Drive
Ripley, WV 25271

304-373-0233 or 304-373-0313

8:30 a.m. – 3 p.m. Tuesday through Thursday

Adult Education, West Virginia High School
Equivalency preparation, Computer
Instruction, TABE® testing, Basic Skills

KANAWHA COUNTY

AE and Computer Literacy

800 6th Avenue
St. Albans, WV 25177

304-766-7655

Adult Learning Center

PO Box 1000
Institute, WV 25064

304-766-7655

Elk River Community & Education Center

1078 Main Street
Elkview, WV 25071

304-755-5536

Adult Education and West Virginia High
School Equivalency preparation

Garnet Center/ESL

422 Dickinson Street
Charleston, WV 25301

304-348-6670

Adult Education, College Preparation
Transition to Post Secondary, Kanawha
County Adult Reading Program, English as a
Second Language

Kanawha County Adult Reading Program

RESA 3
501 22nd Street
Dunbar, WV 25064

304-766-7655

Bridge Valley Community Technical College Adult Learning Center

2001 Union Carbide Drive
South Charleston, WV 25303

304-766-5135 ext. 5135

MASON COUNTY**Mason County WorkForce West Virginia Career Center**

404 Main Street
Point Pleasant, WV 25550

304-675-7726 or 304-514-9782

8:30 a.m. – 3 p.m. Monday through Friday

Adult Education and West Virginia High School Equivalency preparation

NICHOLAS COUNTY**Family Learning Center**

70 Friends-R-Fun Drive
Summersville, WV 26651

304-872-7060

8 a.m. – 3 p.m. Monday through Thursday

Adult Education, West Virginia High School Equivalency preparation, Computer Literacy

PLEASANTS COUNTY**Pleasants County Public Library**

101 Lafayette Street
PO Box 147
St. Mary's, WV 26170

304-684-7279

Tutoring through Laubach Literacy Council

Mid-Ohio Valley Technical Institute

2134 N. Pleasants Highway
St. Mary's, WV 26170

304-485-6513 ext. 1320

5 p.m. – 8 p.m. Tuesday and Thursday

Adult Education, West Virginia High School Equivalency preparation, Basic Skills, Learning-needs screening, TABE® testing

PUTNAM COUNTY**Putnam County Adult Learning Center**

300 Roosevelt Boulevard
Eleanor, WV 25070

304-586-2411

Literacy Volunteers of Putnam County

3962 Teays Valley Road
Hurricane, WV 25526

304-757-1550

RITCHIE COUNTY**Ritchie County Board of Education**

134 South Penn Avenue
Harrisville, WV 26362

304-643-4120

8:30 a.m. – 3 p.m. Monday through Friday

5:30 p.m. – 8:30 p.m. Monday and Wednesday

Adult Education, West Virginia High School Equivalency preparation, Basic Skills, Learning-needs screening

ROANE COUNTY**Roane County Committee on Aging**

Rooms 310 & 312
811 Madison Avenue
Spencer, WV 25276

304-927-8292

8:30 a.m. – 3 p.m. Monday through Friday

Adult Education, West Virginia High School Equivalency preparation, Basic Skills, Learning-needs screening

Roane County Public Library

110 Parking Plaza
Spencer, WV 25276

304-927-1130

Tutoring program and literacy services through Roane County Literacy Council





TYLER COUNTY

Sistersville First United Methodist Church

550 Main Street
Sistersville, WV 26175

304-485-6513 ext. 1320

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs Screening, TABE® testing

Tyler County Literacy Council

Route 1 Box 63
Middlebourne, WV 26149

304-758-4508

Tutoring programs

Wetzel-Tyler Volunteers for Better Reading

PO Box 45
Proctor, WV 26055

304-455-1933

Tutoring programs

WOOD COUNTY

Lakeview Adult Center

212 Lakeview Center
Parkersburg, WV 26101

304-420-9659

8:30 a.m. – 3 p.m. Monday through Thursday
5 p.m. – 8 p.m. Tuesday and Thursday
8:30 a.m. – 12:30 p.m. Friday

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs screening, TABE® testing,
English as a Second Language

Lincoln Adult Center

3010 Murdoch Avenue
Parkersburg, WV 26101

304-420-9508

8:30 a.m. – 3 p.m. Monday through Thursday

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs screening, TABE® testing

College Transitions at WVU Parkersburg

One Campus Drive
Parkersburg, WV 26101
304-485-6513 ext. 1320

8 a.m. – 11:30 a.m. Monday through
Thursday

Adult Education, West Virginia High School
Equivalency preparation, Basic Skills,
Learning-needs screening, TABE® testing



wvabe.org/class_directory/index.cfm

High School Equivalency Diploma

OHIO Residents



What does the test measure?

The test covers the basic reading, writing, and math skills you need for jobs and college classes.

You also need to understand, think through, and apply information.

Language Arts Writing

Social Studies

Science

Language Arts Reading

Mathematics

Preparation materials

Pre-test preparation materials are available at your local adult education center, listed on page 10.



education.ohio.gov/Topics/Testing/GED

Getting your test results

In Ohio, those who pass the test will immediately receive a secure electronic transcript by email. The first transcript and diploma is free. There is a fee of \$15 for each additional request.

Call the Ohio Department of Education with questions.



877-644-6338



OHIO Adult Basic Literacy Education [ABLE] sites

ATHENS COUNTY

Athens OMJ Center (The Work Station)

70 North Plains Road
The Plains, OH 45780

740-797-1405 | 1-877-351-0405

8 a.m. – 5 p.m. Monday through Friday

8 a.m. – 6 p.m. Wednesday

Tri-County Adult Career Center

15676 State Rt. #691
Nelsonville, OH 45764

Test Center: 740-753-5467

GALLIA COUNTY

Gallia County OMJ Center

848 Third Avenue
Gallipolis, OH 45631

740-446-3222

8 a.m. – 4 p.m. Tuesday

11 a.m. – 4 p.m. Thursday

LAWRENCE COUNTY

OhioMeansJobs Lawrence County

120 North Third Street
Ironton, OH 45638

740-532-3140 ext. 1260

8:30 a.m. – 4:30 p.m. Monday through
Thursday

Orientation: 10 a.m. – 4 p.m. Tuesday

Excel, Word, PowerPoint, Internet

Ohio University – Proctorville Center

111 Private Drive 8266
Proctorville, OH 45669

304-416-0391

8:30 a.m. – 4:30 p.m. Monday through
Thursday

MEIGS COUNTY

Meigs County OMJ Center

150 Mills Street
Middleport, OH

740-992-2117

MONROE COUNTY

First United Methodist Church

136 Main Street
Woodsfield, OH 43793

740-472-7242 | 800-350-1242

9 a.m. – noon Monday/Wednesday/Friday

WASHINGTON COUNTY

Washington State Community College

710 Colegate Drive
Marietta, OH 45750

740-374-8716

8 a.m. – 11:30 a.m. Tuesday through Thursday

5:30 p.m. – 8:30 p.m. Tuesday through

Thursday

Call to register for new student orientation

Washington County Career Center

21740 State Route 676
Marietta, OH 45750

740-373-6283



Adult Basic & Literacy Education

For additional information go to:



ohiohighered.org/ABLE



Your preparation for the high school equivalency exam is also preparing you for the workplace!

The **KEY LIFE SKILLS** you
are learning will make
you a valuable employee.

STEP 2 will help you improve and learn more of these skills.

