



General Educational Development (GED) Records Request

To obtain GED records earned in Minnesota please supply the information required below. There is no charge for the service at this time. Requests for records are mailed out within two working days of receipt of the written request and take three days to arrive in the mail. GED records will not be faxed or emailed.

NOTE: Only one duplicate diploma is allowed for each Minnesota graduate per lifetime.

PLEASE TYPE OR PRINT LEGIBLY

Name: _____

Name at the time of testing (if different): _____

Date of Birth: _____ Last four digits of your Social Security Number: _____

Approximate month and year tested: _____

Where tested (center / city name): _____

Contact numbers (in case we have questions about your request/records):

Home: _____ Cell: _____ Work: _____

What information are you requesting: _____ Duplicate diploma _____ Official Transcript/scores earned

Where should we mail your records?

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature (required): _____

Send requests using any of these methods:

- Mail to: GED Office, 1500 Highway 36 West, Roseville, MN 55113-4266
- Fax: 651-582-8458
- E-mail a scanned signed copy (as an attachment): alice.smith@state.mn.us

GED Testing Office phone: 651-582-8445 TTY: 651-582-8201 Website: education.state.mn.us