

GED® Official Transcript Request Form

It may take up to 3 business days for Pearson VUE to electronically transmit the necessary records to the Department of Labor, Licensing and Regulation in order to obtain a transcript.

Each official transcript is \$5.00.

To request an official transcript in person: Monday - Friday, 9:00 am – 3:30 pm at the **Maryland GED® Office, DLLR Division of Workforce Development & Adult Learning, 1100 North Eutaw Street, Room 121, Baltimore, MD 21201.** Please bring the completed transcript request form, photo identification and a money order for the correct amount. **NO CASH.**

To request an official transcript by mail: Mail the completed transcript request form and a check or money order made payable to *DLLR/ GED® Office* to: **Maryland GED® Office, 1100 North Eutaw Street, Room 121, Baltimore, MD 21201.** Allow approximately five (5) business days for processing requests by mail. **NO CASH.**
Incomplete and unsigned requests will be returned. Faxed requests are not accepted.

Please Print. Complete all items below to assist in completing your request.

Legal Name at the Time of Testing _____

Current Legal Name _____

Current Address _____

City _____ State _____ Zip Code _____

Social Security Number _____ Date of Birth _____

What version of the test did you take? Paper _____ *(prior to 2014) Computer _____

Reason for request:

Enrollment in Higher Education _____ Application for employment _____

Military enlistment _____ Transfer to another state _____ Other _____

**Complete this portion if your transcript is to be sent to an address different from the address above.
(Please print complete address)**

Name of School or Organization _____

Recipient Name _____

Address _____

City _____ State _____ Zip Code _____

Legal Signature _____ Date _____

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PHONE: 410-767-0538 • EMAIL: ged.dllr@maryland.gov • INTERNET: www.dllr.maryland.gov