

Emergency Procedure Due to COVID-19

Arizona High School Equivalency: GED® Test Pathway Access Code Request

The purpose of this form is to request an Access Code to create a Test-Taker Profile on the [MyHSE Arizona Web Portal](#).

Instructions

- ⇒ Please clearly fill out Section 1.
- ⇒ Sign and date the form.
- ⇒ This form **MUST** be submitted with a clear and readable photocopy of a current valid government-issued picture I.D. and through one of the following options listed below:

- ◆ **By Email:** AdultEd@azed.gov
- ◆ **By Fax:** (602) 542-0031
- ◆ **In Person:** **NOT CURRENTLY AN OPTION**
- ◆ **By Mail:** Arizona Department of Education – Adult Education Services
1535 W. Jefferson, Bin 26
Phoenix, AZ 85007

- ⇒ If you would like your ACCESS Code to be emailed, please provide your email address: _____.

*****Access Codes will not be given to 3rd parties*****

- ⇒ Once you receive your Access Code, go online to <https://myhse.azed.gov> and select step 1 to “Create Your Account”.

Section 1—Must be Completed by Former Test-Taker

Current Legal Name (REQUIRED, First, Middle, Last)	Date of Birth (REQUIRED, month/day/year) / /
Name at Time of Test and Any Other Names Used (<i>Required if different than above</i>)	Social Security Number (last 4 digits) XXX - XX -
Current Mailing Address, City, State, Zip Code	Current Phone Number () -
Approximate Testing Location	Approximate Testing Date

Certification: “I hereby certify that all information provided is true, and I authorize the release of my official transcript or completion date to the requestor.” (Signature Required by FERPA Student Privacy Act)

Signature _____ Date _____ / _____ / _____

Important Notes:

- ⇒ **Email is the preferred format.**
- ⇒ **Expect delays.**
- ⇒ **If the submitted picture I.D. is not clear or readable, resubmission may be required.**
- ⇒ **If submitting the form by Fax, it is recommended to use the lightest setting.**