



# MISSISSIPPI

## COMMUNITY COLLEGE BOARD

3825 Ridgewood Road ▪ Jackson, MS 39211 ▪ Phone: (601) 432-6518 ▪ Fax (601) 432-6890

### TO WHOM IT MAY CONCERN:

Thank you for contacting the Mississippi Community College Board in regards to requesting a copy of your GED diploma or transcript. We regret to inform you that our office is no longer able to fulfill your order.

Enclosed is a copy of your request along with your money order.

Below are the procedures that need to be followed for you to request a copy:

1. Go to the following website; [www.gedtestingservice.com](http://www.gedtestingservice.com)
2. Under GED Testing Service, click **Request a Transcript**.
3. Click, **Mississippi**
4. If you took the GED Test prior to January 1, 2014, you are a **New User**. Please click, **Create Account** and enter the required information. Once your account is created you will be able to request a diploma or transcript online and track the status of your order.
5. If you took the GED Test in 2014 or 2015, then you already have an account so you are considered a **Returning User**. Look to the bottom left and login with your email address and password. Click, **Sign In**.

Next you will have a choice of selecting which documents (diploma or transcript) that you want, order details, giving consent, and payment (\$15).

You can select how you want to receive your GED diploma or transcript, by regular US mail or you will have the option to print it yourself. You will also be able to forward to a college or employer.