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## National Career Readiness Certificate (NCRC)



NATIONAL  
CAREER READINESS  
CERTIFICATE™

**ACT**

### What is the National Career Readiness Certificate (NCRC)?

The ACT® NCRC is an industry recognized, portable credential that demonstrates achievement and a certain level of workplace employability skills in Applied Mathematics, Locating Information, and Reading for Information. The certificate is recognized across all industry sectors.

The NCRC is based upon the WorkKeys® assessments and measures "real world" skills that employers believe are critical to job success. Test questions are based on situations in the everyday work world.

### What does the National Career Readiness Certificate assess?

Individuals can earn the NCRC by taking three WorkKeys® assessments:

1. **Applied Mathematics** - measures the skills people use when they apply mathematical reasoning, critical thinking, and problem-solving techniques to work-related problems
2. **Locating Information** - measures the skills people use when they work with workplace graphics
3. **Reading for Information** - measures the skills people use when they read and use written text in order to do a job

### What cognitive skills does the NCRC document?

The NCRC is not an assessment of academic content. The questions focus on applying content in work situations. The assessments show evidence of cognitive skills such as:

- Problem solving
- Critical thinking
- Using work-related text
- Applying information from workplace documents
- Applying mathematical reasoning to work-related

### Who can take the NCRC in South Dakota?

All job seekers in South Dakota can take the NCRC at their local Department of Labor & Regulation office. In a partnership between the SD Department of Education and Department of Labor & Regulation, the NCRC is available to junior and senior students, **free of charge**, at their school. High school educators can also take the assessment through this partnership at no charge.

## More Information

For more information on the NCRC and its implementation in South Dakota High Schools, visit [www.SDMylife.com](http://www.SDMylife.com).

**School Performance Index?** Department of Education  
Laura Scheibe: (605) 773-4773, [laura.scheibe@state.sd.us](mailto:laura.scheibe@state.sd.us)  
Abby Javurek-Humig: (605) 773-4708, [abby.javurek-humig@state.sd.us](mailto:abby.javurek-humig@state.sd.us)

### NCRC?

Division of Career & Technical Education: (605) 773-3423

**Schedule NCRC for your school!**

- problems
- Performing work-related calculations
- Locating, synthesizing, and applying information that is presented graphically

Department of Labor & Regulation  
 Scott Kwasniewski, East River: (605) 688-4352,  
[scott.kwasniewski@state.sd.us](mailto:scott.kwasniewski@state.sd.us)  
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## National Career Readiness Certificate (NCRC)

### What does the certificate show?

Students can earn certification at four levels. A certification at any level validates students' work-readiness skills. The higher the certification level, the more jobs the certificate holder's skills align with.

- **Bronze** - scores at least a level 3 in each of the three core areas and has the necessary foundational skills for 16% of jobs
- **Silver** - scores at least a level 4 in each of the three core areas and has the necessary foundational skills for 67% of jobs
- **Gold** - scores at least a level 5 in each of the three core areas and has the necessary foundational skills for 93% of jobs
- **Platinum** - scores at least a level 6 in each of the three core areas and has the necessary foundational skills for 99% of jobs

### How can schools participate?

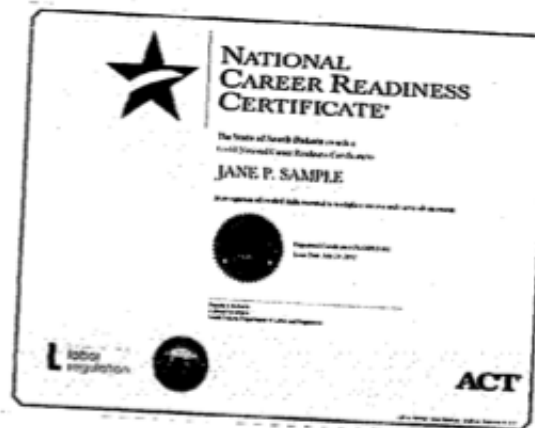
The National Career Readiness Certificate program is available to South Dakota juniors and seniors at no charge. The assessments are administered online, at the school. Schools should plan for 3-4 hours. A one-page application and more information can be found at [www.sdmylife.com](http://www.sdmylife.com).

### NCRC benefits students. How does it benefit schools?

The results of students' certifications can be applied to the School Performance Index (SPI) starting with the 2014-15 school year. Students' results will be incorporated into the College and Career Readiness (CCR) Indicator.

Options for CCR points in the SPI:

	Option A	Option B
	Math - 15 pts ELA - 15 pts	Math - 10 pts ELA - 10 pts NCRC - 10 pts
<b>Total</b>	<b>30 points</b>	<b>30 points</b>



### Learn more!

[www.sdmylife.com](http://www.sdmylife.com)

[http://dlr.sd.gov/workforce\\_training/nrcr.aspx](http://dlr.sd.gov/workforce_training/nrcr.aspx)