



NATIONAL
CAREER READINESS
CERTIFICATE



Step 1: Take Pre-assessment:

Option 1: Monday - Friday between the hours of 8:30am - 1:30pm

Must call to schedule appointment

Where: The LeGrand Center Room 6103 (No FEE)

(NCRC pre-assessment only)

Option 2: Register for the NCRC Online Course

Where: The LeGrand Center Room 6103

(NCRC Online Course covers pre-assessment & skill-up if necessary)

Online Course Dates

<u>Starts</u>	<u>Ends</u>
Sept. 3	Sept. 30
Sept. 17	Oct. 16
Oct. 1	Oct. 31
Oct. 17	Nov. 17
Nov. 1	Nov. 30
Nov. 16	Dec. 16
Dec. 1	Dec. 21

\$70 FEE (Fee waived for individuals who are unemployed or underemployed)

Step 2: Take National Career Readiness Certificate Final Exam

\$36 FEE

Pre-registration is required. Register in the NCWorks office located in the LeGrand Center, suite 6103. Test dates are also posted on the CCC website.

Monday	September 10	8:30 am - 12:30 pm	Room 6110	LeGrand Center
Monday	September 24	1:00 pm - 5:00 pm	Room 3215	Paksoy Technology
Monday	October 8	8:30 am - 12:30 pm	Room 6110	LeGrand Center
Monday	October 22	1:00 pm - 5:00 pm	Room 3215	Paksoy Technology
Monday	November 5	8:30 am - 12:30 pm	Room 6110	LeGrand Center
Monday	November 19	10:00am - 2:00 pm	Room 6110	LeGrand Center
Monday	December 10	8:30 am - 12:30 pm	Room 6110	LeGrand Center

Must Bring your valid or current driver's license or state issued picture ID and your social security card to your testing session.

No cell phones or electronic devices allowed in testing room.

Contact Information

Danielle Beam, WorkKeys Administrator
Cleveland NCWorks Office

704-669-4033
704-669-4729