



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)

NCRC Online Class Dates

Starts	Ends
Jan. 1	Jan. 31
Jan. 14	Feb. 14
Feb. 1	Feb. 28
Feb. 15	Mar. 14
Mar. 1	Mar.31
Mar.15	Apr. 14
Apr. 1	Apr. 30
Apr. 15	May 14

\$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.

Monday	January 7	9:00 am – 1:00 pm	Room 6110	LeGrand Center
Monday	January 28	1:00 pm – 5:00 pm	Room 6110	LeGrand Center
Monday	February 11	9:00 am – 1:00 pm	Room 6110	LeGrand Center
Monday	February 25	1:00 pm – 5:00 pm	Room 6110	LeGrand Center
Monday	March 11	9:00 am – 1:00 pm	Room 6110	LeGrand Center
Monday	March 25	4:00 pm – 8:00 pm	Room 6110	LeGrand Center
Monday	April 8	9:00 am – 1:00 pm	Room 6110	LeGrand Center
Monday	April 29	1:00 pm – 5:00 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

704-669-4033