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**Emily Greiber**

*Director of Data, Assessment & Continuous Improvement*

June 2015

Congratulations on earning the ACT National Career Readiness Certificate (ACT NCRC)! This credential helps you stand out from the crowd and shows employers you have the foundational skills for the job.

The ACT NCRC is an assessment-based credential powered by ACT WorkKeys. The ACT NCRC Measures and certifies the essential work skills needed for success in jobs across industries and occupations.

The ACT NCRC is based on ACT WorkKeys research-based work skills assessment. To earn an ACT NCRC, an examinee must successfully complete three ACT WorkKeys assessments: Applied Mathematics, Locating Information, and Reading for Information. These assessments measure a range of essential work skills, including the ability to:

- Perform basic mathematic operations relevant to the workplace
- Read and understand documents commonly found in the workplace
- Find information presented in common workplace graphics
- Set up and solve complex work-related math problems
- Determine the relevance of written information to work-related tasks
- Apply information derived from graphics to work-related problems

The ACT NCRC is awarded at four levels, based on the scores achieved on the component assessments.

- Platinum: Scores of Level 6 or higher on all three exams
- Gold: Scores of Level 5 or higher on all three exams
- Silver: Scores of Level 4 or higher on all three exams
- Bronze: Scores of Level 3 or higher on all three exams

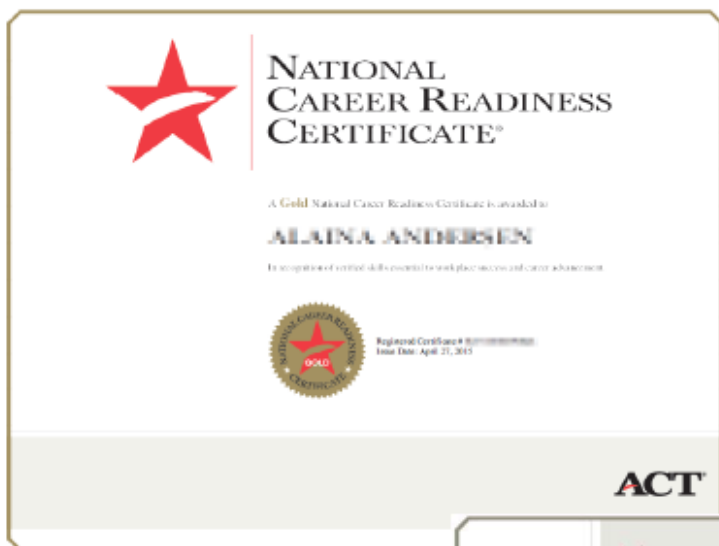
If you have any questions regarding your WorkKeys results, please contact your school counselor or principal.

Sincerely,

A handwritten signature in black ink that reads "Emily Greiber". The signature is written in a cursive, flowing style.

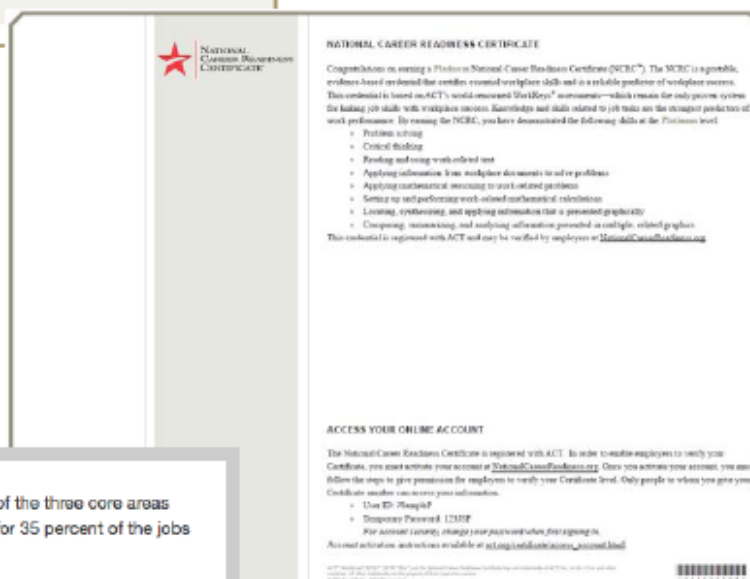
Emily Greiber

# Your National Career Readiness Certificate (NCRC)



Your NCRC has a registration number that is unique to you.

You may register your NCRC and allow employers or training programs to verify that you have those skills.



	<p><b>Bronze</b> – scores at least a level 3 in each of the three core areas and has the necessary foundational skills for 35 percent of the jobs in the WorkKeys database.</p>
	<p><b>Silver</b> – scores at least a level 4 in each of the three core areas and has the necessary foundational skills for 65 percent of the jobs in the WorkKeys database.</p>
	<p><b>Gold</b> – scores at least a level 5 in each of the three core areas and has the necessary foundational skills for 90 percent of the jobs in the WorkKeys database.</p>
	<p><b>Platinum</b> – scores at least a level 6 in each of the three core areas and has the necessary foundational skills for 99 percent of the jobs in the WorkKeys database.</p>