

**University at Buffalo Educational Opportunity Center
National Work Readiness Credential Exam**



**Ms. Carolyn Malone, Site Administrator
EOC - 465 Washington Street
Downtown Buffalo
849-6727 ext. 110**

UB Educational Opportunity Center
University at Buffalo The State University of New York

Exam Dates

Tuesday, September 25, 2007

5:30 PM - 9:00 PM

Saturday, September 29, 2007

9:00 AM - 12:30 PM

Tuesday, October 16, 2007

5:30 PM - 9:00 PM

Saturday, October 20, 2007

9:00 AM - 12:30 PM

Tuesday, November 13, 2007

5:30 PM - 9:00 PM

Saturday, November 17, 2007

9:00 AM - 12:30 PM

Tuesday, December 4, 2007

5:30PM - 9:00 PM

Saturday, December 8, 2007

9:00 AM - 12:30 PM

During these dates, the exam is FREE!

9 EFF Standards are Tested

- Speak so others can understand
- Listen actively
- Read with understanding
- Use math to solve problems
- Solve problems and make decisions
- Cooperate with others
- Resolve conflict and negotiate
- Observe critically
- Take responsibility for learning

4 Sections will be Tested

Situational Judgment - 60 minutes

Work Readiness Math - 45 minutes

Work Readiness Reading - 45 minutes

Oral Language - 30 minutes (will test

listening and speaking in English in

work -related contexts).

Attention Candidates: Please read the Candidate Handbook before registering for the National Work Readiness Credential Exam. It is available online at www.castleworldwide.com/nwrc

Friendly Reminders

- All candidates must bring their identification. Acceptable ID: Photo School Identification, Driver's license, non Driver's license, Passport, or Picture ID with signature and birth certificate.
- Candidates who are employed must bring business name and address of your employer and name of your supervisor; phone number of your employer and e-mail address of supervisor are requested.
- Candidates who are unemployed must bring the name and phone number, of a professional reference; e-mail address of professional reference is requested. A professional reference is someone who knows you as a student or worker but is not a family member or friend such as a teacher or counselor.
- Candidates must take all four (4) sections within 30 days.
- Candidates must pass all four sections within one year in order to receive the National Work Readiness Credential.
- Candidates who score below 70% must wait a minimum of 25 days to retake the test.

National Work Readiness Credential Exam

The National Work Readiness Credential (WRC) is a set of four tests to evaluate whether or not a candidate possesses the work readiness skills necessary to be successful in entry-level jobs. Earning a Credential is a first step on a career path.

There are no eligibility requirements to be able to take the tests.

Candidates will be allotted a total of three hours to complete all four tests. The tests are given on the computer. You may take the four sections in any order. All items in the Math, Reading, and Situational Judgment tests are presented in multiple choice format. The Situational Judgment Test is different in that the candidate will be making 2 selections for each item. The items in the Oral Language test are presented orally (via the computer) and the candidate will respond orally into a headset with microphone.

Practice Tests

Free practice tests are available through CASTLE Worldwide so that you can become familiar with how the test looks and works. The online practice tests (Demo) are available at any time, anywhere, through any computer with Internet access. You will find the practice tests at www.castleworldwide.com/nwrc/.

Upon completion of all sections of the test, you will receive from Castle Worldwide a score report. If you did not achieve 70% on any one or more of the tests, you must retake that portion of the test(s) and achieve 70% or higher in order to obtain the Credential.

You may retake any of the four tests as many times as you wish, but you must wait at least 25 days between sittings. This time is given to better prepare for the test. Each time you retake a test, you must pay a retake fee.

Fees

If you retake any of the four test sections the cost is:

Work Readiness Oral Language Test	\$25
Work Readiness Reading Test	\$15
Work Readiness Math Test	\$15
Work Readiness Situational Judgment Test	\$15

