



# The National Career Readiness Certificate

## Program Requirements

The National Career Readiness Certificate verifies to employers anywhere in the United States that an individual has the essential core employability skills in Reading, Math, and Locating Information. The Certificate has been built around the core principals below and allows all employers an easy way to verify a Certificate online. If your program is interested in becoming a part of the National Career Readiness Certificate movement, it must follow the requirements below and sign a RegiSTAR™\* agreement with ACT.

1. Program must include all certificate levels:
  - **Platinum Certificates** Examinees must receive a score of 6 or above on the WorkKeys® Applied Math, Locating Information and Reading for Information assessments
  - **Gold Certificates** Examinees must receive a score of 5 or above
  - **Silver Certificates** Examinees must receive a score of 4 or above
  - **Bronze Certificates** Examinees must receive a score of 3 or above
2. Program will only issue certificates if the WorkKeys assessments were administered to that individual under a proctored, secure environment.
3. Program must display the Credential Level (Platinum, Gold, Silver, or Bronze) on the certificate.
4. Program may not display individual test scores on the certificate.
5. Program may not display additional endorsements or trainings on the certificate.
6. Program must display the National Career Readiness Certificate registration number and issue date on the face of the certificate.
7. The content of the certificate, including without limitation to the appearance, must be pre-approved by ACT.

*\* RegiSTAR is a web-based system used for the reporting and management of National Career Readiness Certificates. RegiSTAR automatically sweeps your test site (or sites) for WorkKeys scores, registering National Career Readiness Certificates and creating accounts for eligible examinees.*