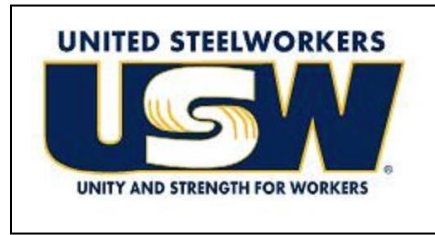


WorkKeys Test Schedule & Information at Pike CTC Adult Education

United Steel Workers Union Local 689



Manufacturing Skill Standards Council Certified Production Technician

Pike County Career Technology Center – Adult Education
175 Beaver Creek Rd.
Piketon OH 45661
PHONE: 740-289-2282 OR 289-4172

WorkKeys Daytime Test Schedule

Monday – Thursday at 9am / Starting May 7 through May 23.
Please call 740-289-2282 to register for a test date.

WorkKeys Evening Test Schedule:

Tuesday May 21 at 5pm
-And-
Thursday May 30 1at 5pm
Please call 740-289-2282 to register for a test date.

Policy: Pre-entrance Testing

Required Tests

To apply for admission the student must obtain the minimum required scores on the WorkKeys assessments of Workplace Documents, Graphic Literacy and Applied Mathematics. Tests must have been taken within the previous three (3) years.

WorkKeys required scores:

Graphic Literacy	Level 4 or higher
Workplace Documents	Level 4 or higher
Applied Mathematics	Level 4 or higher

Cost

Applicants must pay \$20.00 per test (\$60.00 for complete test) and register at the Pike CTC Adult Education Office prior to the examination date. No person will be permitted to test without full payment.

Refunds

Refunds will be granted if requested prior to the test date and time. No refunds will be administered if requested past the date and time of the test.

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Tardiness

Persons arriving late will not be permitted to test. Refunds will not be issued past the start date and time.

Materials

Students are required to bring a picture ID. Persons not having a picture ID will not be permitted to test.

Test Cancellation

If a test date must be cancelled due to inclement weather, or other unforeseen circumstance, every attempt will be made to notify the testers. The examination will be rescheduled as soon as possible. The testers will be scheduled for the make-up test date. The testers may choose an alternative test date from the test schedule or request a cancellation and refund.

Policy: Pre-Entrance Re-Testing and Remediation

Applicants only need to re-test in the area(s) in which they failed to meet the minimum required score(s).

Applicants must pay \$20.00 per test section and register at the Pike CTC Adult Education Office prior to the examination date. No person will be permitted to test without full payment. Tests will only be administered on the scheduled dates. The school will establish the testing dates.

The Pike County Career Technology Center has WorKKeys prep and remediation classes available at no charge.