

# Alabama Department of Education/Workforce Development

## Architecture and Construction Cluster

### Policies and Procedures for NCCER Occupational Proficiency Exam

#### Purpose

Instructors seeking Bachelor's Equivalent Certification in Technical Education must attain a passing score on an Occupational Proficiency Exam. The National Center for Construction Education and Research (NCCER) Occupational Proficiency Exams comply with Alabama State Department of Education teacher certification requirements. Each of the following Program Areas have a corresponding Exam per chart:

Program Area	Occupational Proficiency Exam (Choose only <b>ONE</b> test unless otherwise indicated)
Building Construction Cabinetmaking Carpentry	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Carpentry Level One (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER Commercial Carpenter</a></li> <li>• <a href="#">NCCER Industrial Carpenter</a></li> </ul>
Electrical Technology	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Electrical Level One (for BE1 &amp; BE 2 only)</a></li> <li>• <a href="#">NCCER Commercial Electrical</a></li> <li>• <a href="#">NCCER Industrial Electrician</a></li> </ul>
Heavy Equipment Operator	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Heavy Equipment Operator Level One (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER HEO: Forklift (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER Heavy Equipment Operator (HEO): Scraper</a></li> <li>• <a href="#">NCCER HEO: Roller</a></li> <li>• <a href="#">NCCER HEO: Motor Grader</a></li> <li>• <a href="#">NCCER HEO: Loader</a></li> <li>• <a href="#">NCCER HEO: Excavator</a></li> <li>• <a href="#">NCCER HEO: Dump Truck</a></li> <li>• <a href="#">NCCER HEO: Dozer</a></li> <li>• <a href="#">NCCER HEO: Backhoe</a></li> </ul>
HVACR	<ul style="list-style-type: none"> <li>• <a href="#">NCCER HVAC Technician</a></li> </ul>
Industrial Maintenance – Electrical and Instrumentation Manufacturing	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Industrial Maintenance, Electrical and Instrumentation Technician</a></li> </ul>
Industrial Maintenance - Mechanical	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Industrial Maintenance Support Mechanic (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER Industrial Maintenance Mechanic</a></li> </ul>
Masonry	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Mason Level 1 (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER Masonry</a></li> </ul>
Plumbing	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Industrial Pipefitter</a></li> <li>• <a href="#">NCCER Plumber</a></li> </ul>

**Note:** Click on exam name for hyperlink to exam specifications.

**Note:** Click [All Occupational Proficiency Requirements](#).

#### Curriculum Description

The NCCER curriculum is a module based system with groups of modules forming levels. Textbook Levels are designed to be completed in one year with 2000 manhours on the job. Most craft areas or pathways have four levels.

## NCCER Testing Guidelines

All testing must be at a NCCER Accredited Assessment Center under the direct supervision of an authorized NCCER credentialed proctor. Applicants, with LEA approval, are free to select the Assessment site of their choice. Any fees incurred are the responsibility of the LEA or applicant.

### 5.6.2 Retesting Policy

1. If initial assessment score is within 10 points of the cut score, the participant can retest on the same assessment title in 2 days.
2. If initial assessment score is not within 10 points of the cut score, the participant can retest on the same assessment title in 30 days.
3. Subsequent attempts (after two) on the same assessment title must be at least 90 days apart.
4. No more than four attempts within a 12-month period on the same assessment title.

## Testing Opportunity

As an Alabama Workforce Development initiative, the Birmingham Chapter of Associated Builders and Contractors (ABC) is providing this valuable service at no charge to Alabama Educators, for a pre-assessment and two exam attempts. The third attempt and thereafter will cost the teacher \$ 150.00/exam.

### ABC Testing Procedures

- 1) Instructors are encouraged to study modules outlined in the "Specifications".
- 2) Pre-assessment can be scheduled with Bryan Upton at [bupton@alsde.edu](mailto:bupton@alsde.edu)
  - Test Time – To be scheduled.
  - Location(s) – ABC – Alabama Chapter, 1830 28<sup>th</sup> Avenue South, Birmingham, AL 35209
  - Materials: Instructor will need to bring photo ID, pencil, and paper.
  - a. ABC will grade the pre-assessment and they will write a tailored study prescription for each teacher.
  - b. ABC will provide a packet with specific modules for the teacher to study.
  - c. Pre-assessment exam results will not be released.
  - d. Instructor will study the prescription and they will take the Proficiency Exam at the next scheduled Exam date.
  - e. Instructor will return study materials to ABC at the test site.
  - f. Details will be in the study packet.
- 3) To register for an NCCER Proficiency Exam: <https://www.surveymonkey.com/r/NCCERProfExam>
- 4) Exam Dates – 4 times each year:
  - October 24, 2018
  - December 5, 2018
  - April 10, 2019
  - June 5, 2019

Test Time – By Appointment.

Location(s) – ABC – Alabama Chapter, 1830 28<sup>th</sup> Avenue South, Birmingham, AL 35209

Materials: Instructor will need to bring a photo ID. The exams are on a computer.

Administrator(s) – Todd Walker, Mark McCord, or Charles Hall at ABC

## Cut Scores

The NCCER Occupational Proficiency Exams have specifications for each craft area or pathway. The specifications reference the module number and the number of questions per module on the exam.

Bachelor's Equivalent Technical Education 1 & 2, (BE1, BE2): An Instructor will satisfy the Occupational Proficiency Exam requirement with a minimum cut score on the first and second curriculum level of their craft area. The score can be determined from the instructor's "Score Report." Add the number of correct answers from the level 1 and 2 modules questions. An equivalent cut score is determined from the NCCER specifications sheet for their craft area or pathway. ALSDE will provide a spreadsheet with BE1 and BE2 cut scores.

Master's Equivalent Technical Education 3, 4, & Sixth-year Equivalent Technical Education 5, (ME3, ME4, SE5): The Instructor will satisfy the cut score as established on the NCCER specifications sheet for their Program Area.

Program Area	Occupational Proficiency Exam Cut Score Worksheets <b>Note: Click on exam name for hyperlink to exam cut score worksheet.</b>
Building Construction Cabinetmaking Carpentry	<ul style="list-style-type: none"> <li>• <a href="#">NCCER Carpentry Level One (for BE1 &amp; BE2 only)</a></li> <li>• <a href="#">NCCER Commercial Carpenter</a></li> <li>• <a href="#">NCCER Industrial Carpenter</a></li> </ul>
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## **Exam Information**

### **How to find “Specifications”**

Go to <https://www.nccer.org/workforce-development-programs/disciplines>

Click on Trade Title

Example: “Industrial Maintenance Electrical & Instrumentation.

Scroll down to the “Assessments” section.

Click on Exam name. Example, “Industrial Maintenance Electrical and Instrumentation Technician”.

The PDF of the Exam Specifications will download immediately. Read specifications carefully and study the modules listed.