Many CTE programs offer industry-created, adult-level certification exams at no cost to students. Students must take program courses in sequence. Students completing the highest sequence of program courses are called "Program Completers" and are eligible to take the national exam(s). Those who pass national certification exams leave high school with industry recognized credentials which help make them job ready.

# **Automotive Technician Certification (ASE)**

Certification of skill in automobile service and repair

### Who provides it?

\* National Institute for Automotive Service Excellence (ASE)

### What high school course sequences help prepare me for it?

\* Automotive Service Technology (TDI 8508)

## How do I earn it?

- \* Accrue 2 years of experience (high school sequence may count as 1 year)
- \* Pass at least one of eight specialty exams in engine repair, automatic transmission and transaxle, manual drive train and axles, suspension and steering, brakes, electrical and electronic systems, heating and air conditioning, or engine performance.

A student who passes all 8 exams earns the ASE Master Automobile Technician Certification.

# **Engine Machinist (ASE)**

Certification of knowledge and skill in automotive engine service and repair.

### Who provides it?

\* National Institute for Automotive Service Excellence (ASE)

### What high school course sequences help prepare me for it?

- \* Automotive Service Technology (TDI 8508)?
- How do I earn it?
  - \* Accrue 2 years of experience (high school sequence may count as 1 year)
  - \* Pass at least one of three written exams in specialized automotive engine service and repair on cylinder head, cylinder block, and assembly.

A student who passes all 3 exams earns the ASE Master Engine Machinist Certification.

# **Microsoft Office Specialist (MOS)**

Certification of knowledge and skills for users of three currently available versions of Microsoft Office Suites: Office 2003. Available at three levels: core, expert, master.

## Who provides it?

\* Microsoft Corporation

What high school course sequences help prepare me for it?

- \* Word Processing (BUS 6625)
- \* Office Administration (BUS 6626)

## How do I earn it?

- \* Select the applicable office suite.
- \* Pass one or more core exams\* focusing on Microsoft word processing, spreadsheet, presentation, database, and e-mail software.

The Virginia Department of Education requires the course to prepare students to pass 4 of the 5 core exams: Word, Excel, PowerPoint, and Access.

# **Certified Nursing Assistant (CNA)**

## Dual Enrollment taught at the Eastern Shore Community College

Certification for individuals who perform patient care in support of registered professional nurses and other health care personnel.

Who provides it?

#### \* State of Virginia Board of Nursing

# What high school course sequences help prepare me for it?

\* Nursing Assistant II (HMS8362)

# How do I earn it?

- \* Complete an approved nurse aide program.
- \* Pass a practical (hands-on) and written test focusing on basic emergency procedures,

vital signs, intake and output, bathing and oral hygiene, care of the skin, communication and. interpersonal skills, infection control, patients' rights, restorative therapy, and the unique needs and behaviors of the cognitively impaired patient.

# **Culinary Arts**

Certification of knowledge and skills in the food service and hospitality occupations.

### Who provides it?

- \* National Restaurant Association Educational Foundation (ServSafe)
- \* National Occupational Competency Testing Institute (NOCTI)

## What high school course sequences help prepare me for it?

- Intro to Culinary Arts
- \* Culinary Arts Level I

### How do I earn it?

- \* Accrue 2 years of experience in school training facility.
- \* Pass one of three exams focusing on food protection and food service management.