**

National Career Readiness Certificate

*High School Junior and Senior Assessments*

**Please mail or fax this letter of application to:**

Department of Labor and Regulation

ATTN: DOE NCRC

700 Governors Drive

Pierre, SD 57501

Fax: 605-773-6184 (Attn: DOE NCRC)

|  |  |
| --- | --- |
| 1. School Name |  |
| 1. Address |  |
| 1. City |  |
| 1. Contact Name |  |
| 1. Contact Phone Number |  |
| 1. Contact Email |  |
| 1. Identify the number of students you will commit to assessing |  |
| 1. Identify the test group (juniors, seniors, or combination) |  |
| 1. List two possible dates that would work for you to offer the assessment |  |

**For more information on the NCRC program, please contact DLR Program Specialists:**

Barb Unruh (West River) Scott Kwasniewski (East River)

700 Governors Drive 1310 Main Avenue South, Suite 103

Pierre, SD 57501 Brookings, SD 57006

605.773.5017 605.688.4352

[barb.unruh@state.sd.us](mailto:barb.unruh@state.sd.us) [scott.kwasniewski@state.sd.us](mailto:scott.kwasniewski@state.sd.us)

*Once this completed application is received and approved, the school representative designated above will be contacted by a DLR Program Specialist who will verify participation and coordinate assessment-day logistics.*