



Certification of Test Selection Process

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Nocti Business Solutions assists clients in designing and implementing a high-quality testing program. However, before any test (Job Ready, Experienced Worker, Industrial or customized) can be administered at a site, a signed Certificate of Test Selection Process (one for each test title) must be on file. The Certificate of Test Selection is verification that the following steps have been taken by the client:

- 1. The job title and job description (tasks) have been defined.**
- 2. Content experts, practitioners or incumbent workers have identified the knowledge and skills essential to the job defined.**
- 3. Content experts have reviewed the test criteria and determined that the contents are relevant to the job and/or tasks defined.**

I/We have carefully reviewed the following test(s) and agree that they are appropriate for the job defined.

(Title or Test number)

If more room is needed, attach an additional sheet.

1. _____
2. _____
3. _____

Signature and title of the individual(s) who have reviewed the test(s):

If more room is needed, attach an additional sheet.

1. _____
2. _____
3. _____

Site Code: _____

Company/School/Government/Agency Name: _____

Site Coordinator Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____ FAX: _____

Site Coordinator Signature: _____ Date: _____

Nocti Business Solutions Authorized Signature: _____