

NCCER TERMS AND DEFINITIONS



Accreditation

Confirmation and recognition by NCCER of training and assessment programs that meet established minimum standards and criteria for program administration.

Accredited Assessment Center (AAC)

An entity accredited by NCCER to deliver the National Craft Assessment and Certification Program (NCACP).

Accredited Training and Education Facility (ATEF)

A secondary or postsecondary school (high school, college, university, etc.) working in partnership with an Accredited Training Sponsor that has successfully completed an approval process for recognition of its training program.

Accredited Training Sponsor (ATS)

An entity accredited by NCCER to deliver NCCER training programs and receive industry-recognized credentials.

Accredited Training Unit (ATU)

A training unit under an Accredited Training Sponsor that has successfully completed an approval process for recognition of its training program.

Administrator

An individual certified in accordance with NCCER's Administrator Certification Training Program (ACTP) and able to assist in the delivery and oversight of the organization's assessment program.

Administrator Certification Training Program (ACTP)

One-day training program conducted by NCCER to certify individuals, approved by an accredited organization, to become assessment administrators.

Arkiv

Online testing system used to deliver the NCCER journey-level assessments.

Audit

A systematic and independent examination to determine whether the accredited organization is compliant with NCCER policies and procedures.

Authorized Assessment Site (AAS)

A location that is registered under an Accredited Assessment Center to deliver the National Craft Assessment and Certification Program (NCACP).

Certification

Recognition of successful completion of NCCER personnel certification training (i.e. master trainer, instructor, proctor, etc.).

Certified

NCCER certification that recognizes an individual who has successfully completed both the journey-level (knowledge) assessment and (hands-on) performance verification components of the National Craft Assessment and Certification Program in a given craft.

Credential

Recognition from NCCER that demonstrates competency in a given topic area (training module written exams and performance profile testing completions).

Instructor

Individual certified in accordance with the NCCER Instructor Certification Training Program (ICTP) and authorized to teach the NCCER curricula.

Instructor Certification Training Program (ICTP)

Training program, conducted by an NCCER master trainer, for qualified individuals interested in teaching the NCCER curricula and offering the accompanying credentials.

Instructor Resource Center (IRC)

A password-protected, secure website for instructors to access static paper module tests, performance profile sheets, lesson plans and PowerPoints.

Knowledge Verified

NCCER credential that recognizes someone who has successfully completed a journey-level (knowledge) assessment.

Level

A predetermined number of NCCER curricula modules designed and sequenced to form approximately one year of training and/or minimum of 144 hours of instruction.

Master Trainer

An individual certified in accordance with NCCER's Master Trainer Instructor Certification Training Program (MTICTP) and authorized to train instructors, performance evaluators (curriculum performance evaluators and assessment performance evaluators), and curriculum proctors. The master trainer may also fulfill the role of sponsor representative.

Master Trainer Instructor Certification Training Program (MTICTP)

Four-day training program conducted by NCCER to certify individuals, approved by an accredited organization, to become master trainers.

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Module

The smallest instructional unit in the NCCER curricula that can be completed and recognized under NCCER's Standardized Training Process. Module completion requires successful completion of a (knowledge) module test and a (hands-on) performance profile (where applicable).

Module Test

A test that evaluates the trainee's knowledge of an NCCER curriculum module.

National Craft Assessment and Certification Program (NCACP)

A program developed by NCCER to assess the journey-level knowledge and skills of craft professionals. Successful completion of testing allows individuals to receive industry-recognized credentials.

NCCER Curricula

Standardized, competency-based and modular curricula developed by NCCER and published in partnership with Pearson. The NCCER curricula has measurable objectives and meets the Department of Labor's office in apprenticeship requirements for time-based training.

NCCER Testing System

Web-based testing platform used for module tests delivery and recording of completed performance profiles. The testing system automatically creates, scores and stores module tests and reports successful completion of module tests and performance profiles to the NCCER Registry for credentialing.

Performance Evaluator

Individual certified to evaluate performance only (curriculum performance evaluator or assessment performance evaluator) and must meet minimum certification requirements as outlined in the NCCER Accreditation Guidelines.

Performance Profile

A hands-on demonstration that measures the trainee's ability to perform the skills covered in an NCCER curriculum module.

Performance Verification

The hands-on, skill component of the National Craft Assessment and Certification Program that measures the craft professional's ability to perform journey-level tasks.

Performance Verified

NCCER credential that recognizes someone who has successfully completed a journey-level (hands-on) performance verification.

Primary Administrator

Individual certified as a master trainer and assessment administrator who is the primary liaison between an Accredited Assessment Center (AAC) and NCCER.

Proctor

An individual certified to administer the (knowledge) module test (curriculum proctor) and/or the (knowledge) assessment (assessment proctor).

Registry System

Database maintained by NCCER which records training and testing completions and issues appropriate credentials.

Sponsor Representative

Individual certified as a master trainer who is the primary liaison between an Accredited Training Sponsor (ATS) and NCCER.

Support Role

A role that can be assigned by the sponsor representative and primary administrator that gives an individual the ability to provide assistance from within the NCCER Registry and Testing System.

Test-Out

Experienced individuals may successfully complete a module by passing both the module test and performance profile in accordance with NCCER's policies and procedures.

Training Prescription

Document that provides information and linkage to NCCER curriculum for focused remediation training.

Training Recommended

Status received on a (knowledge) module test or (knowledge) assessment for an individual who does not meet the required passing score.

Training Unit (TU)

A location that is registered under an Accredited Training Sponsor to deliver NCCER training.