



**SHEET METAL
INSTITUTE**
UNION APPRENTICESHIP
OREGON • SW WASHINGTON

Questions?

Phone: 503-257-1022

Email:

Rachael@sheetmetalinstitute.org

Placement Testing Options

NOTE: You can submit both tests with placement above minimum requirements with your application to maximize your points earned

Option #1 – Accuplacer College Placement Test

- **We require placement into Math 60 and Writing 101**
 - Any placement over those courses are worth extra points towards your application
- We recommend taking the Accuplacer via our accrediting college, Mt. Hood Community College. You can test in-person or remotely (see below for specifics).
- Placement testing must be recent (within 2 years of application date)
- If testing somewhere other than Mt. Hood Community College, ensure testing utilizes the Accuplacer system for ALL portions (Reading, Writing and Math). There are many community colleges that do not offer the correct placement testing for our program. It is the applicant's responsibility to ensure they are completing the correct testing.

Instructions for Sheet Metal Workers Apprenticeship applicants for taking AccuPlacer Test:

1. Must complete an online admission form and have an ID# BEFORE TESTING. Applicants must visit www.mhcc.edu/admissions & complete an application for admission form, your ID# will be emailed to you within 72 hours of completing the application.
2. You can choose to take the placement test either in-person or remotely.
 - In-person testing is available Monday, Tuesday, Thursday & Friday from 8 a.m. to 4 p.m. and Wednesday from 10 a.m. to 7 p.m. at the Mt. Hood CC campus 26000 S.E. Stark St., Gresham, OR 97030
 - To test remotely: applicants should send an email to testing@mhcc.edu and indicate they are a Sheet Metal applicant who needs to take the full placement test. They will need to provide their full name, MHCC ID#, Date of Birth and email. A testing voucher will be created, and the student will receive an email from Accuplacer that explains the steps needed to get their exam scheduled with Examity.

If you have any questions regarding testing with Mt. Hood call 503-491-7591



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Option #2 – Work Keys – National Career Readiness Certificate (NCRC)

- **We require silver level certification**
 - Any certification above silver is worth extra points towards your application
- The Work Keys (NCRC) is administered in Oregon primarily by the Work Source program, based out of the Employment Department. *You must be an Oregon resident to take the Work Keys test with Work Source*
- The Work Keys test may also be available via Clackamas Community College Harmony Campus. Please contact them at 503-594-0636 or email testing.harmony@clackamas.edu for details.

NOTE: You can submit both tests with placement above minimum requirements with your application to maximize your points earned

You can also review study guides for the tests at:

- <https://accuplacer.collegeboard.org/students/prepare-for-accuplacer/practice>
- <https://success.act.org/s/article/WorkKeys-Assessments-Online-Practice-Test>"