



Clovis Adult Education
Improving Lives Through Education



Keyboarding Certification

Test Only

This computerized test measures an applicant's typing speed and accuracy. To qualify for a certificate, a person will need to type a minimum of 25 net words per minute. If a person does not meet that standard, they may receive a "Performance Report" that will detail their speed and accuracy. Typing Certificates are issued immediately following the test and the certificate is good for 1 year.

Start Date: September 12, 2017

Fee: \$25.00 Call 559.327.2800 to make an appointment

Testing days and Times:

Tuesday 1:30 pm to 3:30 pm (during regular sessions)

Thursday 8:15 am to 10:15 am (during regular sessions)

**Please arrive at the starting time*

No testing on the following dates:

October 24 and 26, 2017

January 9 and 11, 2018

March 6 and 8, 2018

May 8 and 10, 2018

July 2 and 6, 2018