

CERTIFICATE OF PROFICIENCY

In order to qualify, a candidate must present

(1) a certificate, within 18 months, from a teacher of typing in one of the types of schools listed below:

- (a) a public or parochial high school;**
- (b) an accredited private high school, business or secretarial school, junior college or college;**
- (c) a man-power training and development course.**

(2) a notice of having passed, within 18 months, a typing test administered by a state employment service office at the rate mentioned in the appropriate classification specification.

**ON-LINE PROFICIENCIES ARE NOT ACCEPTED BY
THE STATE OF RHODE ISLAND**

**RHODE ISLAND DEPARTMENT OF LABOR AND
TRAINING EMPLOYMENT RESOURCE CENTERS**

www.networkri.org

Providence	462-8900	One Reservoir Avenue
Pawtucket	721-1800	175 Main Street
West Warwick	828-8382	1330 Main Street
Woonsocket	762-9010	219 Pond Street