Assessment Tip Sheet
Law, Public Safety, Corrections & Security

Career Cluster: Law, Public Safety, Corrections & Security

Programs: 43.0100 Public Safety/Protective Services

Assessment Name: NOCTI Criminal Justice Job Ready Assessment

OR

Students in Firefighter Programs:
Certification Name: Firefighter I or Firefighter II Certifications (Please see additional information at the bottom of this tip sheet.)

Assessment Description: The NOCTI Criminal Justice assessment consists of multiple-choice questions that assess technical skills at the occupational level and measures aspects of occupational competence such as factual and theoretical knowledge that relate to public safety careers.

Test Vendor Website
Visit the Michigan page of the NOCTI website at http://www.nocti.org/StateCustomized-MI.cfm.

Content Areas Covered by the Assessment: The Criminal Justice test covers competencies and skills in crime scene management, use of force, criminal law and procedures, health issues, police concepts and skills, corrections: concepts and skills, court system, communication, security: national, international, and private, and understanding and working with special populations.

Assessment Blueprint: A complete assessment blueprint can be viewed at the Michigan page of the NOCTI website at http://www.nocti.org/StateCustomized-MI.cfm.

The blueprint provides an overview of the specific competencies and skills measured on the assessment. Sample questions, the number of questions, and administration information are included to assist with planning and preparation.

Frequently Asked Questions

How many Questions are on the assessment and is the assessment timed?
The Criminal Justice assessment consists of 192-multiple-choice questions and is a timed test with a total administration time of three hours.

Who must take the assessment?
Students enrolled in the state-approved CTE programs listed above whom either:

1) Completed the program in the current school year (have completed all 12 segments) and at least a 2.0 in each course section.

   -OR-

2) Are program concentrators (completed more than half the program – 7 or more segments) and who will leave school at the end of the current school year.

What is the procedure to order assessments?
Orders are placed using NOCTI's online order process. Below are account and order details to assist with implementation.

- If your school is not a current NOCTI customer, visit the NOCTI website Getting Started Section at http://nocti.org/GettingStarted.cfm for account setup information.
- Orders are placed by the school's designated NOCTI Site Coordinator using the online order form at the Client Services Center. The Client Services Center is a secure, password protected site for managing a NOCTI testing program.
    - Select test code 4081.
    - A purchase order or credit card is required at the time orders are placed.
    - Schools will be invoiced for all assessments ordered. The individual school is responsible for payment to NOCTI.
    - Orders for online testing are processed in two full business days. Site Coordinators receive email confirmation when order processing is completed.
- Plan carefully when determining the number of assessments to order. NOCTI online assessments are not eligible for return. Orders are processed in two business days to assist in ensuring an accurate count of anticipated test takers prior to placing orders.

How much does the assessment cost?
$22.00 per assessment (online administration).

How is the assessment administered?
Assessments are administered using QuadNet™, NOCTI's online testing system. Administration must take place in a proctored environment following NOCTI's security policy and processes. The Criminal Justice assessment can be administered in multiple sessions to assist with scheduling and participant fatigue. Session options are designated at the time orders are placed and include:

- One 3-hour session
- Two 90-minute sessions
- Three 60-minute sessions

Are practice tests available?
Study guides are available that provide a checklist for each major topic on the written test. Online sample questions provide students the opportunity to experience the online testing system features and become familiar with NOCTI's test question format. Information about NOCTI Study Guides are available at http://www.nocti.org/StudyGuide.cfm?m=3. Orders are placed by the NOCTI Site

Coordinator using the online order form at the Client Services Center. A purchase order or credit is required for ordering and orders are shipped within two weeks of being received at NOCTI.

Pretesting
NOCTI uses a single form for both the pre- and post-test. **Pretesting is not allowed.**

What is the testing window?
The assessment dates are district-determined. Orders for online assessments are processed in two business days. **All testing must be completed by May 19, 2017.** If an extension is needed, please contact Diby Kouadio at 517-241-6202 or Joe Polasek at 517-335-3066.

Is Training Available for Site Coordinators, Proctors?
NOCTI offers free Site Coordinator Training Webinars throughout the school year. To view dates and register for a webinar, visit http://www.nocti.org/Webinar.cfm. Resources such as the Proctor Guide for Online Testing and a Proctor Training PowerPoint are available to Site Coordinators at the Client Services Center. NOCTI encourages Site Coordinators to provide these materials for test proctor review prior to the scheduled test date.

How do I access technical support?
NOCTI provides live technical support for assistance with the Client Services Center, online testing, or computer set-up.
Call: 1-800-278-8506
Hours: Monday-Friday, 8:00 a.m. – 5:00 p.m. EST

Information about Exam Accommodations:
At times, it may be necessary to allow accommodations when administering assessments. For students with an Individualized Education Plan (IEP) with assessment accommodations visit http://nocti.org/TTS.cfm?m=3. Accommodations such as Text-to-Speech (TTS), Readers, Visual Assistance, Assessment Booklets, Time Extensions and Multiple Sessions are available.

Non-English Languages Available:
The assessment is not available in other languages.

How are reports accessed?
Score reports are available at the Client Services Center two business days after the online user codes are released for scoring. Site Coordinators receive email notification when score reports are available. The standard score report packages include the following reports which can be exported in pdf or Excel formats and shared with teachers.

- Individual Score Report
- Group Score Report
- Analysis of Scores
- Competency Report

What is a passing score on the assessment?
The Criminal Justice assessment cut score is 55%

Who should teachers contact with questions about instruction?
Teachers should contact their local CTE director or CEPD CTE administrator with questions about instruction. The OCTE Skill Assessments website also has information about instruction: http://www.michigan.gov/mde/0,4615,7-140-6530_2629_53970---,00.html or you may also direct questions to the state program consultant for their program area. The state program consultant for Architecture & Construction is Zena Lowe. She can be reached at 517-241-4355 or LoweZ@michigan.gov.

Who should assessment coordinators contact with questions about NOCTI?
Ordering: orders@nocti.org or 1-800-334-6283
General, administration, and scoring questions: nocti@nocti.org or 1-800-334-6283
Questions specific to Michigan testing programs: Mandy McCall, Project Coordinator, 1-800-334-6283 or mandy.mccall@nocti.org.

Who should assessment coordinators contact with questions about State of Michigan Technical Skills Assessments policy questions?
Diby Kouadio 517-241-6202 KouadioD@michigan.gov

ALTERNATIVE CERTIFICATION FOR STUDENTS IN FIREFIGHTER PROGRAMS

FIREFIGHTER 1 AND FIREFIGHTER 2 CERTIFICATIONS

Please contact the local Firefighter department or contact a Regional Training Center to receive more information about Firefighter Certifications. Please following link to locate a Training Center (http://www.michigan.gov/documents/lara/RTC_-_1-24-2013_409260_7.pdf?20150824164047). For assessment processing, student names and whether they passed or failed the Firefighter I & II certifications should be uploaded to the Moodle website. Information will be verified with the Department of Licensing and Regulatory Affairs (LARA).

Department of Licensing and Regulatory Affairs (LARA) – Regional Training Centers