



# Ship Repair Pre-Hire Training Course

## WorkKeys Access Form

WorkKeys is an assessment program used by employers and community colleges to help workers and students enter technical programs that develop the skills needed in pursuing higher career levels. The locations listed below are partnered with the Ship Repair Pre-Hire Training course and can provide the WorkKeys assessment at no cost - however, you MUST bring this form with you when you arrive for your Assessment!

<b>APPLICANT INFORMATION:</b>		
<b>First Name</b>	<b>Middle Initial</b>	<b>Last Name</b>
<b>Email Address:</b>		
<b>Phone Number:</b>		
<b>WORKKEYS ASSESSMENT LOCATION (PLEASE CIRCLE ONE):</b>		
Thomas Nelson Community College		
Paul D. Camp Community College		
Tidewater Community College		
OTHER:		
<b>WORKKEYS ASSESSMENT DATE:</b>		

**COMPLETE THE ABOVE INFORMATION AND CONTACT A COMMUNITY COLLEGE TO SCHEDULE YOUR WORKKEYS ASSESSMENT**

**HAVE THIS FORM WITH YOU WHEN YOU ARRIVE FOR YOUR APPOINTMENT**

*Failure to do so may result in having to pay out-of-pocket for the assessment*

**Paul D. Camp Community College**  
WorkKeys Service Center  
(757) 569-6050

**Tidewater Community College**  
Center for Workforce Solutions  
(757) 822-1234

**Thomas Nelson Community College**  
Workforce Development Center  
(757) 865-3122

*If you are located in another region of Virginia, you are still eligible to participate.  
Please contact your local Community College to locate your nearest WorkKeys Center.*

**COLLEGE STAFF:** This form is to be used for WorkKeys Testing of students applying for the VSRA Pre-Hire Program. Send this completed form to [PreHire@VirginiaShipRepair.org](mailto:PreHire@VirginiaShipRepair.org) and invoice VCCS (Attn Mindy Fast) for reimbursement.

**Please submit this completed form to the WorkKeys Center and  
submit your scores on-line at [www.ShipRepairTraining.com](http://www.ShipRepairTraining.com)**