

Top 10 WorkKeys Questions



When are the exams offered?

Monday @ 3:00 PM
Tuesday @ 10:00 AM
Wednesday @ 1:00 PM
Thursday @ 10:00 AM
Friday @ 10:00 AM

When will I know my results?

Immediately after completing the test

What do I need to pass?

The exam consists of 3 sections - Applied math, Graphic Literacy, and Workplace Documents. You will need to score a minimum scale score of 72 in Applied Math & Graphic Literacy, and a minimum scale score of a 72 in Workplace Documents.

What are the requirements to take the exam?

You must attend an Informational Session, pay \$30 for the exam, and schedule a time to take the exam.

Do you accept WorkKeys results from other schools?

Yes.

How long is the exam?

You are given 1 hour for each section. Plan to be at the school for about 3 hours.

If I fail one section, do I have to take all three sections over?

No. If you fail a section you may take that section over. Each section costs \$10.00 per retake.

How much does the test cost?

\$30, non-refundable

What type of payments do you accept for the exam?

Cash, credit and money orders. NO CHECKS.

What happens after I pass?

You will meet with our Admission Department to go the next steps in your enrollment process, and then meet with the Financial Aid Department to discuss program costs and any financial aid packages. Once all of the admission requirements have been met you will be able to enroll.



5203 Airport Highway
Toledo, OH 43615
419.329.4075
Monday - Friday: 8 AM - 5 PM