

Attachment B - Examples of Credentials that are NOT reportable for Federal Credential Attainment

Attendance Certificates

- Certificate of Attendance
- Workshop Completion Certificate
- Seminar Attendance Certificate
- Conference Participation Certificate

Work Readiness

- Employability Certificate
- Work Readiness Certificate
- Soft Skills Certificate
- Job Readiness Certificate
- Career Readiness Workshop Completion
- Resume Writing Workshop
- Interview Skills Workshop
- Customer Service Workshop
- Financial Literacy Workshop

Orientation Activities

- New Employee Orientation
- SC Works Orientation
- WIOA Orientation
- Employer Orientation
- Safety Orientation

General Program Completion

- Certificate of Participation
- Certificate of Completion (without industry recognition)
- Appreciation Certificate
- Volunteer Certificate
- Leadership Camp Certificate
- Summer Program Completion Certificate

Adult Education

- English as a Second Language (ESL) Completion Certificate
- English Language Learner (ELL) Certificate
- Adult Education Completion Certificate

- Basic Literacy Completion Certificate
- Digital Literacy Completion Certificate

Employer-Issued Certificates

- Employer Training Completion Certificate
- Company-specific Training Certificate
- In-house Customer Service Certificate
- Internal Manufacturing Training Certificate
- Internal Safety Training Certificate

Other Non-Reportable Examples

- Forklift operator training certificate (unless it results in an industry-recognized certification)
- CPR Card (by itself)
- First Aid Card (by itself)
- Bloodborne Pathogens Training
- HIPAA Training
- Sexual Harassment Training
- Defensive Driving Course
- Food Handler Card (unless state recognized as an occupational credential)