



NATIONAL LEADERSHIP & SKILLS CONFERENCE

ATLANTA | JUNE 2025



National Competitor Online Testing Requirements

SkillsUSA Professional Development Testing

SkillsUSA has partnered with NOCTI to provide our online testing platform to host the national SkillsUSA Professional Development Test. The national online testing process will be published on the [Competition Updates](#) webpage by May 1st to avoid confusion between the state and national online testing requirements.

For competitors registered by **May 13**, state directors will receive their state delegation's testing credential information for online test(s) on or before **May 21**. Registered competitors will also receive an email to the **email address affiliated with NLSC conference registration** with their assigned password to Competitor Materials Portal for submitting pre-conference required documents, i.e. resume, etc. Competitor Materials Portal user credentials for all registered competitors from your state association will be emailed to the state director. Note the Competitor Materials Portal is the **only** place where resumes and other pre-conference submissions may be uploaded and is separate from the NOCTI Testing System. State directors are encouraged to share the testing and portal information with advisors to ensure competitors can access the competitor materials portal and complete their online test(s).

Password Issues: If a competitor is having an issue logging into the testing or competitor materials portal using the provided credentials, you can contact the [SkillsUSA Customer Care Team](#) at customercare@skillsusa.org or by phone at 844-875-4557.

Technical Assistance: For online testing technical support, contact NOCTI Technical Assistance at (800) 278-8506, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern. Refer to the [SkillsUSA NOCTI Proctor Agreement](#) for additional troubleshooting steps.

Pre-Conference Online Competition-Specific Knowledge Tests

The competitors from Quiz Bowl, TeamWorks, and Welding will also have an online competition-specific knowledge test.

This list is subject to change and any additional online competition-specific knowledge tests will be listed on the [competition updates](#) page by **May 16**.



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Competitors in Baking and Pastry Arts and Culinary Arts will complete online third-party assessment(s) and will receive instructions on how to register for their exams by email directly from the applicable exam vendor.

National Competitor Online Testing Timeline

- **May 1:** National online testing process published on the [Competition Updates](#) webpage.
- **May 13:** NLSC registration closes
- **May 21:** National competitor test credentials sent to state directors and the Competitor Materials Portal emails sent. National competitor email addresses entered in registration MUST be accessible year-round.
- **May 22 - June 5:** National competitor online testing window
- **June 5:** Deadline for national competitors to complete online test(s) 5 p.m. ET

Competitor Substitution Candidate Online Testing Timeline

- **May 22 - June 17:** State director's window to submit competitor substitution candidates for online testing. *Substitutions can only be requested for a competition that the state was entered into by the NLSC registration deadline. See substitution guidelines for more information. This [substitute candidate form](#) will **only** be used to set up online testing credentials and does not replace any other registration requirements or processes.*
- **May 23 - June 19:** Competitor substitution **candidate** online testing window
- **June 19:** Deadline for substitution candidates to complete online test(s) 5 p.m. ET

Testing Accommodations

Testing accommodation is available for students with formalized plans (e.g., Individualized Education Plan, 504 Plan). English Language Learner (ELL) accommodations must align with state requirements and guidelines. It is the proctor's responsibility to ensure that learners receive appropriate accommodation per local, state, and federal standards. Advisors must request testing accommodation for **extended time** or **text-to-speech** during competitor registration as these must be enabled before the testing session. The standard time allocated for online tests is 60 minutes, with approximately 50 questions. Test accommodations enabled will be noted for the relevant competitor credentials on the proctor list provided to state directors.

Recommended Browser for EL Testing Accommodation

The following accessibility feature is available for English Learners who are identified and approved for translations during testing.



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[Google Translate](#): Google Translate is an extension for the Chrome browser. Selecting the extension allows a competitor to enter a word to be translated. The user must first select the desired second language from an extensive list of languages. This mode of using Google Translate does not provide definitions.

Instructions:

- Students may translate the entirety of the Competitor Instructions.
- Students may **ONLY** translate individual words.
- Students may not translate the entirety of an item or test page.

Preparing students for online testing

NOCTI offers a demo test to familiarize students and proctors with the testing platform. Visit <https://testing.nocti.org/SkillsUSA> and click on the “Try the Testing System” button. No login credentials are required for the demo test. The demo consists of nine questions and allows users to explore navigation and built-in accessibility tools. Additionally, proctors and competitors can use the “Get Device Ready for Testing” feature on the same page to check system compatibility before scheduling a test proctor session. Refer to the [SkillsUSA NOCTI Proctor Agreement](#) for the complete instructions on proctoring online tests through the NOCTI system.

SkillsUSA Online Testing Proctor Policy

All online tests for the National Leadership & Skills Conference must be proctored. A **qualified proctor** is defined as any adult who: is not the competitor’s SkillsUSA advisor and has no familial relation to the competitor. Before testing, review the competitor and proctor guidelines in the [SkillsUSA NOCTI Proctor Agreement](#).

Testing for Students Substituted

Substitute candidates will be required to take any applicable online test(s) per the [SkillsUSA NOCTI Proctor Agreement](#). Substitute candidates will receive their testing credentials from their state director approximately 24 hours after a request form is processed.

State directors must also submit the **required paperwork** for all eligible substitutions for your state’s **existing competitions** during the onsite registration appointment at the Georgia World Congress Center (GWCC). Substitutions will be processed at your appointment only for the competitions your state has entered by the registration deadline. The deadline to submit paperwork for a competitor substitution is **Monday, June 23, 2025, by 3 p.m. ET**. Competitors to be substituted must still meet the eligibility requirements outlined by the General Regulations and the competition-specific technical standards.