

## Typing Certificate Requirements

The certificate you present must clearly state the following:

1. Your name.
2. The name of the issuing agency.
3. The date the test was taken (must be within the past year).
4. The length of the test (must be at least five minutes).
5. Gross typing speed, number of errors, and the net typing speed.
6. **Internet test are NOT acceptable!**

### **The following locations offer typing certificates:**

(Information is subject to change)

#### **Downey Adult School**

12340 Woodruff Avenue, Downey, CA 90242  
562-940-6200

#### **ABC Adult School**

Career Technical Education Center  
12254 Cuesta Drive  
Cerritos, CA 90703  
(562)926-6734, ext. 25089 (Make an Appointment)

#### **Norwalk La Mirada Adult School**

Computer Lab  
15711 Pioneer Blvd.  
Norwalk, CA 90650  
(562)868-9858

#### **Carson Career Center**

801 E. Carson Street #117  
Carson, CA 90745  
(310)952-1762

Some temporary agencies also offer typing certificates.  
Certificates must be submitted **along with** your completed application.