

# NCCER – HVAC (Heating, Ventilation, and Air-Conditioning) Level One

**Aligned Program of Study:** Mechanical, Electrical, & Plumbing Systems

## Description

National Center for Construction Education & Research (NCCER) certifications are available to students who complete the NCCER curriculum through an accredited training sponsor. NCCER, the National Center for Construction Education and Research, develops standardized training and credentialing program for the construction industry. The curriculum is set up in a module format. As students complete a module, an end-of-module exam is given by the instructor. The end-of-module exams are typically written, multiple-choice tests, but many also include a performance test. Instructors report the modules students have completed and NCCER keeps a record of the individual modules completed in a national registry. After students have completed all modules in each level, students receive a certificate, wallet card, and transcript.

HVAC Level One content includes: Introduction to HVAC, Trade Mathematics, Basic Electricity, Introduction to Heating, Introduction to Cooling, Introduction to Air Distribution Systems, Basic Copper and Plastic Pipes, and Introduction to Soldering and Brazing.

## Certification Information

Test Owner:

National Center for Construction Education and Research (NCCER)

13614 Progress Boulevard

Alachua, FL 32615

Phone: (386) 518-6500

Fax: (386) 514-6303

Testing Sites/Centers:

End-of-module exams are given at the school by the instructor.

Registration Procedures:

1. Schools should begin by selecting an NCCER authorized training sponsor (ATS). Various construction associations may serve as an ATS. Registration procedures will vary by ATS but certain requirements are dictated by NCCER. A general outline is included in the following steps.
2. The school must become registered as an NCCER accredited training and education facility (ATEF). This involves completing two forms (Form 106 and 105) and paying a fee of around \$50.
3. The instructor must complete the NCCER Instructor Certification Training Program (ICTP) and keep all records as outlined by NCCER guidelines.
4. Within the first year of NCCER approval as an ATEF, the facility must be audited by the ATS. The auditing will be completed every 3 years thereafter. Programs are required to use the NCCER textbook as the primary textbook for the course to be accredited.
5. As students complete modules, the school instructor tracks student progress. Periodically, the school instructor completes a Form 200 making a record of student names and the modules they have completed and then submits the record to NCCER (or the ATS depending on how the ATS process is set up). NCCER transcripts, certificates, and wallet cards are issued for the successful completion of all



**Preparing to offer the certification**

**Required Instructor Qualification:**

The instructor must attend the NCCER Instructor Certification Training Program (ICTP) to obtain the related NCCER instructor certification required to administer the certification process to students.

Accreditation information is available at <https://www.nccer.org/get-involved/organizations/types-of-accreditation>.

**Materials and Resources:**

More information is available online at <http://www.nccer.org/>.

Prices vary by authorized training sponsor.

The following NCCER alignment guides are available on the Tennessee Department of Education’s [Architecture & Construction](#) website.

- [Overview of Related NCCER Craft Areas by Course](#)
- [Related NCCER Craft Areas & Modules by Course](#)
- [Related NCCER Modules by Course Standard](#)

**Vendors with Data Sharing MOU with TDOE**

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| TDOE does not currently have a data-sharing agreement with NCCER, therefore the burden of proof to provide evidence of earning the certification will be on the school system. |   |
| <b>Vendor</b>  | <b>Contact Information</b>                                  |
| National Center for Construction Education and Research (NCCER)  | <a href="https://www.nccer.org/">https://www.nccer.org/</a> |