



Danville Community College



Telephone Number: (434) 797-6487

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WEB SITE: <http://www.dcc.vccs.edu>

Workforce Services

1008 South Main Street
Danville, VA 24541

MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** presents the arrangement by which Danville Community College (hereafter called the "College") will provide non-credit courses and/or other services/activities to businesses, industries, and organizations (hereafter called the "organization").

Danville Community College will contract for the provision of ACT WorkKeys Assessments administration and scoring to:

South Central Workforce Investment Board -
(Nordan Workforce Career Center and Chatham Workforce Career Center)

Name of Organization

P.O. Box 4043 Martinsville, VA 24115

Address

Kim Adkins - Executive Director

Contact Person and Title

276-656-6190

Telephone Number

The following services will be provided during the 2012 calendar year:

- a. ACT WorkKeys Assessments will be charged as follows:

Skill Assessment	Assessment Time	Cost
Locating Information	45 minutes	\$10.00
Applied Mathematics	45 minutes	\$10.00
Reading For Information	45 minutes	\$10.00

- b. Administration of ACT WorkKeys Assessments at a rate of Seventy-Five Dollars (\$75.00) per day. The administration of assessments will require approximately 4 hours.
- c. Assessment Scores/Results of ACT WorkKeys Assessments/Delivery for each participant. Scoring and delivery of assessments included in the Administration fee.
- d. The South Central Workforce Investment Board will be invoiced by Danville Community College's Business office on behalf of Workforce Services Division.

This Memorandum of Understanding shall become effective when signed and dated by authorized personnel.

FOR THE COLLEGE

JEFF ARNOLD

Signature

Jeff Arnold
Typed Name

Vice President of Workforce Services

Title

February 10, 2012
Date

FOR THE ORGANIZATION

Kim Adkins

Signature

Kim Adkins
Typed Name

Executive Director

Title

2/10/12
Date