



Typing Certificates

Must Be Attached to Original Applications (If required)

Yuba County will accept typing certificates from bona fide agencies provided they meet the requirements stated below.

Each of these items must be seen or indicated on your typing certificate:

- ▶ Your first and last name
- ▶ Agency Letter Head
- ▶ Signed and dated by test administrator (Must be within one year)
- ▶ Minimum 5 minute typing test (internet and/or online tests NOT acceptable)
- ▶ Gross Words per Minute including the number of errors and/or % of accuracy –
OR- Net Words per Minute

If any of this information is not on the certificate, it will not be accepted.

Typing Certificates are accepted from the following:

- ▶ Employment Agencies (may be subject to fees)
- ▶ Other Counties
- ▶ One Stop Employment Services

Yuba County One Stop
Resource Room
1114 Yuba Street
Marysville, CA. 95901
749-6927

****Testing Administered:**
Monday - Friday
8:30 - 5:00 pm
Except Wednesdays
8:30 – 3:30 pm

Sutter County One Stop
Resource Room
256 Wilbur Avenue
Yuba City, CA 95991
822-5120

****Testing Administered:**
Monday - Friday
9:00 – 4:00 pm

****No appointment necessary**
****Schedule is subject to change**