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 1-800-334-6283  
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## ORDER FORM FOR TEACHER COMPANION GUIDES

**2017-2018 School Year**

Complete all requested information. Incomplete order forms **will** result in order delays.

The Companion Guide for Teachers was developed for classroom use by the instructor, along with the Student Study Guides, for the purpose of helping students prepare to take a specific occupational exam. Using this tool will familiarize students with the NOCTI® testing process and the major topics that are covered on the test. The Companion Guide for Teachers, available for purchase by individuals (i.e., students, parents) with this order form, is not intended to be a substitute for coursework and classroom activities. NOCTI makes no representations or warranties of any kind, express or implied, about a student's success in obtaining a passing score on the NOCTI test as a result of using this Guide. This purchase option is not a substitute for the complete Study Guide Package available for purchase by school districts participating in NOCTI testing.

**NOTE: This Teacher Companion Guide, as offered for sale to individuals, is for a single paper guide, and does not include user codes for online sample test items, or access to the digital study guides.**

Order Date: \_\_\_\_\_

Site Code: STUDYGUIDES

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<p style="text-align: center; color: #A52A2A;"><b>* Credit Card Required*</b></p> Credit Card Information (Please check the appropriate card): ___ American Express    ___ Discover    ___ MasterCard    ___ Visa  Card #: _____  Expire Date: _____    CCV: _____  Name on Card: _____	<p><b>All orders are Shipped UPS Ground unless otherwise specified. If express shipping is needed, extra charges will be applied.</b></p> <p><b>Orders will be shipped two weeks from order receipt.</b></p>

**Price:**            \$30.00 each (includes standard shipping) (Does **NOT** include online sample questions. A NOCTI account must be used to be eligible for online sample questions.)

**Instructions:**    The following steps should be taken to ensure a timely and accurate delivery of your Teacher Companion Guide:

1. Complete all fields above.
2. All orders **require** credit card information to process.
3. Submit your order by one of the following methods:
  - Mail: NOCTI, 500 North Bronson, Big Rapids, MI 49307
  - Fax: 231-796-4699
  - Email as an attachment to: [orders@nocti.org](mailto:orders@nocti.org)

**\*\*All sales are final. No returns, refunds, or exchanges are allowed.\*\***

<b>Study Guide Code</b>	<b>Associated Assessment Code</b>	<b>Titles Available</b>	<b># of Teacher Companion Guides</b>
6537	1437	21 <sup>st</sup> Century Skills for Workplace Success	
6900	4900	Accounting-Advanced	
6000	4000	Accounting-Basic	
6001	4101	Administrative Assisting	
6205	1205	Administrative Services	
6119	4119	Advertising and Design	
6229	1229	Agricultural Biotechnology	
6102	2102	Agriculture Mechanics	
6227	1227	Animal Systems	
6018	3018	Apparel and Textile Production and Merchandising	
6004	4004	Architectural Drafting	
6005	3005	Audio-Visual Communications	
6008	4008	Automotive Technician-Advanced	
6309	4309	Automotive Technician-Core	
6096	1096	Banking and Related Services	
6175	4075	Biotechnology	
6106	1106	Broadcasting and Journalism	
6021	4011	Building Construction Occupations	
6012	4012	Building Trades Maintenance	
6095	1095	Business Financial Management	
6013	4013	Business Information Processing	
6014	3014	Cabinetmaking	
6973	4973	CAD	
6073	3073	CAD-CAM	
6315	4215	Carpentry	
6206	4106	Collision Repair	
6183	3183	Collision Repair and Refinishing Technology	
6020	4020	Commercial Foods	
6524	4514	Computer Networking Fundamentals	
6023	4023	Computer Programming	
6515	4515	Computer Repair Technology	
6122	4122	Computer Technology	
6128	1128	Construction	
6025	4025	Construction Masonry-Block	
6125	4125	Construction Masonry-Brick	

<b>Study Guide Code</b>	<b>Associated Assessment Code</b>	<b>Titles Available</b>	<b># of Teacher Companion Guides</b>
6182	4082	Cosmetology	
6181	4181	Criminal Justice	
6890	1890	Criminal Justice Advanced	
6436	4436	Culinary Arts Level 1 Prep Cook	
6536	4536	Culinary Arts Level 2 Cook	
6226	4226	Dental Assisting	
6127	1127	Design and Pre-Construction	
6386	1386	Diagnostic Services	
6327	4127	Diesel Technology	
6236	1236	Early Childhood Development and Services	
6017	4017	Early Childhood Education and Care-Advanced	
6016	4016	Early Childhood Education and Care-Basic	
6325	1125	Education and Training	
6039	2039	Electric Power and Distribution	
6030	4130	Electrical Construction Technology	
6029	3029	Electrical Occupations	
6134	3034	Electronics	
6035	4035	Electronics Technology	
6335	1135	Emergency and Fire Management Services	
6338	1138	Emergency Medical Services	
6237	1237	Family and Community Services	
6002	4002	Fashion Merchandising	
6094	1094	Financial and Investment Planning	
6120	2120	Financial and Managerial Accounting	
6049	4049	Floriculture	
6949	4949	Floriculture-Greenhouse	
6037	3037	Forest Products and Processing	
6177	0177	Fundamentals of Construction	
6203	1203	General Management	
6242	4242	Graphic Production Technology	
6143	4143	Health Assisting	
6387	1387	Health Informatics	
6141	1141	Healthcare Core	
6064	3064	Heating, Ventilation, Air Conditioning, and Refrigeration	
6045	3045	Heating, Ventilation, and Air Conditioning	

<b>Study Guide Code</b>	<b>Associated Assessment Code</b>	<b>Titles Available</b>	<b># of Teacher Companion Guides</b>
6046	3046	Heavy Equipment Maintenance and Repair	
6248	4048	Home Health Aide	
6149	4149	Horticulture-Landscaping	
6079	3079	Hospitality Management-Food and Beverage	
6080	3080	Hospitality Management-Lodging	
6204	1204	Human Resources Management	
6111	2111	HVACR-Installation and Start-up	
6110	2110	HVACR-Service and Repair	
6050	2050	Industrial Electricity	
6051	2051	Industrial Electronics	
6074	2074	Industrial Maintenance Mechanics	
6231	1131	Information Support and Services	
6232	1132	Interactive Media	
6032	1032	Interior Decorating and Design	
6207	1170	IT Exploration	
6337	1137	Legal Services	
6287	1287	Lodging	
6071	2071	Logistics Technology/Distribution Center Services	
6129	1129	Maintenance Operations	
6084	2084	Manufacturing Technology	
6038	4038	Mechanical Drafting and Design	
6040	2040	Mechatronics Level 1	
6255	4455	Medical Assisting	
6228	1228	Natural Resources Systems	
6230	1130	Network Systems	
6158	4158	Nursing Assisting	
6107	1107	Performing Arts	
6238	1238	Personal Care Services	
6061	4061	Plumbing	
6162	4162	Practical Nursing	
6152	4152	Precision Machining	
6475	2475	Pre-Engineering/Engineering Technology	
6063	3063	Production Agriculture	
6480	2480	Protective Services	
6289	1289	Recreation, Amusements, and Attractions	
6286	1286	Restaurant, Food and Beverage Services	

<b>Study Guide Code</b>	<b>Associated Assessment Code</b>	<b>Titles Available</b>	<b># of Teacher Companion Guides</b>
6010	4010	Retail Commercial Baking	
6053	4153	Retail Merchandising	
6336	1136	Security and Protective Services	
6113	3103	Small Animal Science and Technology	
6168	4168	Small Engine Technology	
6054	4054	Technical Drafting	
6527	3427	Television Production	
6385	1385	Therapeutic Services	
6288	1288	Travel and Tourism	
6108	1108	Visual Arts	
6525	3425	Visual Communications and Interactive Media Design	
6750	2750	Web Design	
6272	4272	Welding	
6150	2150	Wind Turbine Maintenance Technician	
6033	3033	Workplace Readiness	
6450	1350	Workplace Success Skills for Middle School	