

State-Approved Industry Recognized Credentials

Industry recognized credentials are a way for students to demonstrate mastery of knowledge and skills. They can increase job prospects and options for post-secondary education as well as increase their marketability to employers.

To meet the requirements of the South Dakota High School Graduation Advanced Career Endorsement a student must earn at least one industry-recognized credential. If the student is meeting the requirements of the endorsement through coursework in an approved CTE program (either in part or in full), the credential must be from the same cluster as the student's coursework. *General credentials must align with course standards to be offered as a transcribed credential on a student's transcript.*

Transcribing Industry-Recognized Credentials

Detailed instructions for transcribing industry-recognized credentials can be found in the [Student Data Collections Desk Guide](#).

Districts must note students' industry-recognized credentials on the transcript of student's who earn the Advanced Career Endorsement. Industry-recognized credentials should be recorded only after students have earned the credentials. We do encouraged districts to note industry-recognized credentials for all students on a transcript.

Each credential is assigned a unique course code which can be found on the [Common Course Numbering System \(sd.gov\)](#) document.

Additions of Industry-Recognized Credentials to the State-Approved List

Recommendations to add credentials to the state-approved list must be submitted using the recommendation forms found at <https://doe.sd.gov/cte/industry.aspx>.

For more information contact Kristin.Larson@state.sd.us.

General Credentials

These credentials are generally recognized as valuable across many career fields in South Dakota and MAY be allowable as a transcribed credential if they align with specific course standards within an approved CTE program of study.

| Credential Name | Credential Description | Issuing Organization & Details |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| First Aid/CPR/AED | The First Aid/CPR/AED certification equips a person with the skills to recognize and care for a variety of medical emergencies in the workplace. | American Red Cross American Heart Association |
| Microsoft Office Specialist – Associate | Multi-industry recognized certification that validates a person’s skills in three out of four major Microsoft Office applications. | Certiport- Microsoft |
| National Career Readiness Certificate (NCRC)* | A portable, evidence-based credential that certifies skills necessary for workplace success, including problem solving, critical thinking, technical reading, and mathematical reasoning in the workplace. A student must attain a NCRC level of Silver or higher for this credential to count toward the Advanced Career Endorsement. | South Dakota Department of Labor and Regulation |
| OSHA 10 Hour Safety Certification – General Industry | A credential that demonstrates an individual understands common job-related safety and health hazards in the general workplace. | Career Safe Occupational Safety & Health Administration Training Site |
| Registered Parliamentarian | This credential signals that a member is qualified to serve as a parliamentarian for most meetings, provide commonly needed parliamentary advice to many organizations, and understand and apply parliamentary rules that are relevant in standards meetings. | National Association of Parliamentarians |

Agriculture, Food & Natural Resources Credentials

| Credential Name | Credential Description | Issuing Organization & Details |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| American Meat Science Food Safety & Science Certification | A credential that verifies individuals possess an in-depth knowledge of food safety procedures and standards necessary to thrive in the food industry. | iCEV - American Meat Science Association |
| American Meat Science Association Culinary Meat Selection & Cookery Certification | A credential that verifies individuals possess knowledge and skills needed to thrive within the restaurant and culinary industries. | iCEV - American Meat Science Association |
| American Meat Science Association Meat Evaluation Certification | A credential that verifies individuals are better prepared to enter fields related to the meat animal industry, which includes production and processing. | iCEV - American Meat Science Association |
| Beef Quality Assurance | Completion of this certificate is designed to ensure that individuals understand what is necessary to produce and transport safe, high-quality beef. | Beef Quality Assurance |
| Certified Welder (AWS) | AWS certificates validate an individual’s specific skills and abilities and understanding of the principles and processes of welding. | American Welding Society |
| Pesticide Applicators Certification | Certification required by the South Dakota Department of Agriculture and Natural Resources for anyone who applying pesticides while performing their work duties, or for individuals who purchase and/or apply restricted use pesticides. | South Dakota Department of Agriculture and Natural Resources (DANR) |
| Ducks Unlimited Ecology & Conservation Management Certificate | A certification that verifies an individual’s knowledge and skills in the areas of ecological principles and wildlife management, as well as habitat, forest, grasslands, wetlands and waterfowl conservation and management. | Ducks Unlimited |
| Masters of Beef Advocacy | Completion of this certificate demonstrates an individual’s knowledge in five key categories associated with beef advocacy. | National Cattlemen's Beef Association |

Agriculture, Food & Natural Resources Credentials continued...

| Credential Name | Credential Description | Issuing Organization & Details |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| OSHA 10 Hour Safety Certification – Agricultural | OSHA certification that verifies an individual’s completion of training related to common safety and health hazards associated with workplaces in the agriculture industry. | Career Safe |
| OSHA 10 Hour Safety Certification—Construction Industry | OSHA certification that verifies an individual’s completion of training related to common safety and health hazards associated with workplaces in the construction industry. | Career Safe |
| Pork Quality Assurance Plus | A certification that demonstrates an individual’s knowledge in the framework for significant and relevant safety standards and improved animal well-being in the pork industry. | National Pork Board |
| ServSafe Food Handler | A certification that validates an individual has the knowledge and skills to handle food safely and prevent foodborne illness in the workplace. This credential is often required by most businesses for individuals who are responsible for food handling. | ServSafe – National Restaurant Association |
| YQCA Certification | YQCA is designed as an annual education and certification program focused on food safety, animal well-being and character awareness for youth ages 8 to 21 producing and/or showing pigs, beef cattle, dairy cattle, sheep, goats, rabbits, and poultry. | Youth for the Quality Care of Animals |

Architecture & Construction Credentials

| Credential Name | Credential Description | Issuing Organization & Details |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Apprenticeship Drafter Certification | Certification that demonstrates an individual’s proven knowledge of drafting concepts and internationally recognized standards and practices. | American Design Drafting Association |
| Autodesk Certified User | A certification that validates and highlights foundational Autodesk software skills and knowledge. Students can earn a certification in AutoCAD, Inventor, Fusion 360, Revit, Maya, or 3ds Max. | Certiport - Autodesk |
| Certified SolidWorks Associate (CSWA) | A certification intended to show that an individual is well-versed in both basic knowledge of engineering fundamentals, industry practices, and CAD software. | SolidWorks |
| OSHA 10 Hour Safety Certification—Construction Industry | OSHA certification that verifies an individual’s completion of training related to common safety and health hazards associated with workplaces in the construction industry. | Career Safe |

Arts, A/V, Technology & Communications Credentials

| Credential Name | Credential Description | Issuing Organization & Details |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| Adobe Certified Professional | Adobe specific certification that demonstrates mastery of Adobe Creative Cloud software and foundation knowledge for digital media careers. | Certiport - Adobe |
| Autodesk Certified User | A certification that validates and highlights foundational Autodesk software skills and knowledge. Arts, A/V, technology, and Communications students can earn a certification in Maya or 3ds Max. | Certiport - Autodesk |
| Certified HTML Developer | A credential that validates an understand of and proficiency in web development technologies, concepts, and methodologies related to the markup language HTML. | W3Schools |
| Certified JavaScript Developer | A credential that validates an understand of and proficiency in web development technologies, concepts, and methodologies related to the markup language JavaScript. | W3Schools |
| Cisco Certified Support Technician (CCST) Networking | Developed to show an individual has developed foundational knowledge and skills needed to show how networks operate, including the device, media, and protocols that enable network communication. | Cisco |

Business Management & Administration

| Credential Name | Credential Description | Issuing Organization & Details |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Concepts of Business Management (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by business professionals. Topics assessed cover a wide variety of concepts related to business operations and management. | MBA Research - A*S*K* Institute |
| Concepts of Entrepreneurship (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by entrepreneurial professionals. Topics assessed cover a wide variety of concepts related to entrepreneurship. | MBA Research - A*S*K* Institute |
| Concepts of Finance (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by professionals in the finance field. Topics assessed cover a wide variety of concepts related to business and finance. | MBA Research - A*S*K* Institute |
| Entrepreneurship & Small Business (ESB) Certificate | Certification validating proficiency in key concepts related to entrepreneurship and small business management. | Certiport – Intuit and the Network for Teaching Entrepreneurship |
| Fundamental Business Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all business professionals for continued employment. | MBA Research - A*S*K* Institute |
| Fundamental Marketing Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all marketing professionals for continued employment. | MBA Research - A*S*K* Institute |
| Microsoft 365 Certified - Fundamentals | A nationally recognized credential that demonstrates an individual's proficiency in the use and operation of the cloud-based Microsoft 365 suite of products. | Certiport - Microsoft |
| Microsoft Office Specialist - Expert | A nationally recognized credential that demonstrates an individual's advanced skills and knowledge related to a suite of Microsoft office productions. Students must have already earned the Microsoft Office Specialist: Association credential before applying. | Certiport - Microsoft |

Education & Training

| Credential Name | Credential Description | Issuing Organization & Details |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Certified Paraprofessional | A credential that shows an individual has the skills and knowledge to provide instructional support or assistance in a K-12 classroom. | ETS - Praxis |
| Child Development Associate (CDA) | A nationally recognized early childhood professional credential that demonstrates a person's ability to nurture youth children's physical, social, emotional, and intellectual growth. It is | Council for Professional Recognition South Dakota Department of Social Services |

Finance

| Credential Name | Credential Description | Issuing Organization & Details |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Concepts of Business Management (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by business professionals. Topics assessed cover a wide variety of concepts related to business operations and management. | MBA Research - A*S*K* Institute |
| Concepts of Entrepreneurship (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by entrepreneurial professionals. Topics assessed cover a wide variety of concepts related to entrepreneurship. | MBA Research - A*S*K* Institute |
| Concepts of Finance (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by professionals in the finance field. Topics assessed cover a wide variety of concepts related to business and finance. | MBA Research - A*S*K* Institute |
| Entrepreneurship & Small Business (ESB) | Certification validating proficiency in key concepts related to entrepreneurship and small business management. | Certiport – Intuit and the Network for Teaching Entrepreneurship |
| Fundamental Business Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all business professionals for continued employment. | MBA Research - A*S*K* Institute |
| Microsoft 365 Certified - Fundamentals | A nationally recognized credential that demonstrates an individual's proficiency in the use and operation of the cloud-based Microsoft 365 suite of products. | Certiport - Microsoft |
| Microsoft Office Specialist - Expert | A nationally recognized credential that demonstrates an individual's advanced skills and knowledge related to a suite of Microsoft office productions. Students must have already earned the Microsoft Office Specialist: Association credential before applying. | Certiport - Microsoft |
| NAFTrack Certification | A certification earned upon successful competition of specific NAFTrack coursework, projects, assessments, and required internships. The NAFTrack certificate indicates to postsecondary institutions and industry professionals that an individual is both college and career ready. | National Academy Foundation |
| Intuit QuickBooks Certified User (QBCU) | A nationally recognized credential certifying an individual's proficiency and skills with the Intuit QuickBooks accounting software. | Certiport - Intuit |

Health Science

| Credential Name | Credential Description | Issuing Organization & Details |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Certified Nursing Assistant (CNA) | CNA certification is a professional credential that validates entry-level nursing and patient care knowledge needed to provide services in a variety of healthcare settings. | South Dakota Board of Nursing South Dakota Health Care Association |
| Certified Patient Care Technician (CPCT) | Certification that validates an individual's competency in providing basic patient care and other day-to-day support to patients and other healthcare professionals in a variety of settings. | American Medical Certification Association National Healthcareer Association |
| Certified Pharmacy Technician (CPhT) | A professional level, nationally recognized credential for individuals who work alongside pharmacists in a variety of pharmaceutical settings to prepare and issue medication to patients and other healthcare professionals. | Pharmacy Technician Certification Board National Healthcareer Association |
| Emergency Medical Technician (EMT) - Basic | A professional level, national recognized credential for professionals working in the field of emergency medical services (EMS). Certification and licensure are required for individuals working as an emergency medical technician in South Dakota. | South Dakota Department of Health |
| Medical Administrative Assistant (CMAA/MAAC) | A credential that validates an individual's knowledge and proficiency in helping support medical offices, understanding medical confidentiality, and providing patient support in healthcare facilities. | Pharmacy Technician Certification Board National Healthcareer Association |

Hospitality and Tourism

| Credential Name | Credential Description | Issuing Organization & Details |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| ServSafe Food Handler | A certification that validates the knowledge and skills to handle food safely and prevent foodborne illness in the workplace. | ServSafe – National Restaurant Association |
| ServSafe Manager | A certification for managers or supervisors in food related industries that validates their understanding of preventing foodborne illness, food safety, and responsible food handling procedures. | ServSafe – National Restaurant Association |
| ProStart National Certificate of Achievement | A certificate awarded to individuals who have completed the requirements of the ProStart program that includes completion of coursework, documented work experience, and demonstrated proficiency in over 50 workplace competencies. | ProStart – National Restaurant Association |

Human Services

| Credential Name | Credential Description | Issuing Organization & Details |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|
| Child Development Associate (CDA) | A nationally recognized early childhood professional credential that demonstrates a person's ability to nurture youth children's physical, social, emotional, and intellectual growth. It is | Council for Professional Recognition South Dakota Department of Social Services |
| Entrepreneurship & Small Business (ESB) Certificate | Certification validating proficiency in key concepts related to entrepreneurship and small business management. | Certiport – Intuit and the Network for Teaching Entrepreneurship |
| Fundamental Business Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all business professionals for continued employment. | MBA Research - A*S*K* Institute |
| Microsoft 365 Certified - Fundamentals | A nationally recognized credential that demonstrates an individual's proficiency in the use and operation of the cloud-based Microsoft 365 suite of products. | Certiport - Microsoft |
| ServSafe Food Handler | A certification that validates the knowledge and skills to handle food safely and prevent foodborne illness in the workplace. | ServSafe – National Restaurant Association |

Information Technology

| Credential Name | Credential Description | Issuing Organization & Details |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Adobe Certified Professional | Certification that demonstrates mastery of Adobe Creative Cloud software and foundation knowledge for digital media careers. | Certiport - Adobe |
| Certified HTML Developer | A credential that validates an understand of and proficiency in web development technologies, concepts, and methodologies related to the markup language HTML. | W3Schools |
| Certified JavaScript Developer | A credential that validates an understand of and proficiency in web development technologies, concepts, and methodologies related to the markup language JavaScript. | W3Schools |
| Cisco Certified Support Technician (CCST) Cybersecurity | Developed to show an individual has developed the proficient skills and knowledge of key concepts and topics including cybersecurity and security principles, network security and endpoint security, vulnerability assessment, risk management, and incident handling. | Cisco |
| Cisco Certified Support Technician (CCST) Networking | Developed to show an individual has developed foundational knowledge and skills needed to show how networks operate, including the device, media, and protocols that enable network communication. | Cisco |
| CompTIA A+ | A certificate validating foundational understanding of fundamental computer and computing technologies, networking knowledge, and practical and hands-on skills required for IT and technical support roles. | CompTIA |
| CompTIA Network + | A certificate validating an individual has the skills and knowledge to manage, implement, secure, provide troubleshooting for, and provide basic operations to organizational networks. | CompTIA |

Information Technology continued...

| Credential Name | Credential Description | Issuing Organization & Details |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| CompTIA ITF+ | A credential that demonstrates an individual has developed foundational information technology knowledge and skills in topics related to infrastructure, applications and software, software development, database fundamentals, and security. | CompTIA |
| CompTIA Security + | A globally recognized certification that validates the baseline skills necessary to perform core security functions and pursue an information technology security career. | CompTIA |
| CTech – Telecommunications Technologies | Certificate achieved through competing the C-Tech Telecommunications Technology program which includes an understanding of connectivity methodology, history, theory, and basic transmission communications. | CTech Associations, Inc. |
| CTech – Network Cabling Specialist | Certificate achieved through competing the C-Tech Network Cabling: Fiber Optics-Based Systems program which includes an understanding of cabling, installation, construction, troubleshooting, and work-based simulations related to cabling technologies. | CTech Associations, Inc. |
| Google Cloud – Foundational Certification | A certification that validates broad knowledge of cloud concepts, and products, services, tools, features, benefits, and use cases of Google Cloud. | Google |
| Microsoft 365 Certified - Fundamentals | A nationally recognized credential that demonstrates an individual's proficiency in the use and operation of the cloud-based Microsoft 365 suite of products. | Certiport - Microsoft |
| Microsoft Office Specialist - Expert | A nationally recognized credential that demonstrates an individual's advanced skills and knowledge related to a suite of Microsoft office productions. Students must have already earned the Microsoft Office Specialist: Association credential before applying. | Certiport - Microsoft |
| PCEP™ – Certified Entry-Level Python Programmer | A professional credential measuring an individual's ability to accomplish coding tasks related to the essentials of programming in the Python language. | Python Institute |

Law, Public Safety & Security

| Credential Name | Credential Description | Issuing Organization & Details |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| Emergency Medical Technician (EMT) - Basic | A professional level, national recognized credential for professionals working in the field of emergency medical services (EMS). Certification and licensure are required for individuals working as an emergency medical technician in South Dakota. | South Dakota Department of Health |

Manufacturing

| Credential Name | Credential Description | Issuing Organization & Details |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Apprenticeship Drafter Certification | Certification that demonstrates an individual's proven knowledge of drafting concepts and internationally recognized standards and practices. | American Design Drafting Association |
| Autodesk Certified User | A certification that validates and highlights foundational Autodesk software skills and knowledge. Students can earn a certification in AutoCAD, Inventor, Fusion 360, Revit, Maya, or 3ds Max. | Certiport - Autodesk |
| Certified SolidWorks Associate (CSWA) | A certification intended to show that an individual is well-versed in both basic knowledge of engineering fundamentals, industry practices, and CAD software. | SolidWorks |
| Certified Welder (AWS) | AWS certificates validate an individual's specific skills and abilities and understanding of the principles and processes of welding. | American Welding Society |
| OSHA 10 Hour Safety Certification—Construction Industry | OSHA certification that verifies an individual's completion of training related to common safety and health hazards associated with workplaces in the construction industry. | Career Safe |

Marketing, Sales & Service

| Credential Name | Credential Description | Issuing Organization & Details |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Concepts of Business Management (A*S*K*) | A credential that demonstrates understanding of key skills and concepts needed by business professionals. Topics assessed cover a wide variety of concepts related to business operations and management. | MBA Research - A*S*K* Institute |
| Fundamental Business Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all business professionals for continued employment. | MBA Research - A*S*K* Institute |
| Fundamental Marketing Concepts (A*S*K*) | A credential that demonstrated understanding of fundamental skills and requisite knowledge needed by all marketing professionals for continued employment. | MBA Research - A*S*K* Institute |
| Microsoft 365 Certified - Fundamentals | A nationally recognized credential that demonstrates an individual's proficiency in the use and operation of the cloud-based Microsoft 365 suite of products. | Certiport - Microsoft |
| Microsoft Office Specialist - Expert | A nationally recognized credential that demonstrates an individual's advanced skills and knowledge related to a suite of Microsoft office productions. Students must have already earned the Microsoft Office Specialist: Association credential before applying. | Certiport - Microsoft |

Science, Technology, Engineering & Math (STEM)

| Credential Name | Credential Description | Issuing Organization & Details |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Apprenticeship Drafter Certification | Certification that demonstrates an individual's proven knowledge of drafting concepts and internationally recognized standards and practices. | <u>American Design Drafting Association</u> |
| Autodesk Certified User | A certification that validates and highlights foundational Autodesk software skills and knowledge. Students can earn a certification in AutoCAD, Inventor, Fusion 360, Revit, Maya, or 3ds Max.. | <u>Certiport - Autodesk</u> |
| Certified SolidWorks Associate (CSWA) | A certification intended to show that an individual is well-versed in both basic knowledge of engineering fundamentals, industry practices, and CAD software. | <u>SolidWorks</u> |

Transportation, Distribution & Logistics

| Credential Name | Credential Description | Issuing Organization & Details |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| ASE Entry-Level Certification | ASE Entry-level certification indicates a practical level of knowledge-based readiness for the workforce for individuals seeking a career in the automotive service industry. ASE Entry-level tests are available for Automotive, Collision Repair/Refinish and M/H Truck Segments. | <u>National Institute for Automotive Service Excellence</u> |
| Commercial Driver's License (CDL) | A commercial driver's license (CDL) indicates a person has obtained training and passed coursework to operate specialized motor vehicles in South Dakota. | <u>South Dakota Department of Public Safety</u> |