![SACA - Smart Automation Certification Alliance logo]

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SACA GOLD & SILVER CERTIFICATION PROCESS

SACA offers two levels of certification for each credential topic in the SACA certification system:

- **Silver Certifications** are awarded to candidates that successfully pass the written knowledge exam, delivered online through the SACA testing portal.
- **Gold Certifications** are awarded to candidates that successfully pass the written knowledge exam and successfully complete a hands-on performance assessment.

Silver certifications are ideal for individuals seeking to validate their Industry 4.0 knowledge or validate skills when hands-on testing is not available. Gold certifications are ideal for individuals seeking to demonstrate they possess job-ready, hands-on skills.

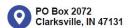## Student Silver and Gold Certification Process

SACA certifications are free to students of SACA member institutions. Students can register to take a silver or gold exam by contacting their instructor or an administrator at the SACA member institution.

- o **Silver Certification Student Details:**
  - ▪ Individuals achieve silver certifications by taking a written exam via the SACA online testing portal.
  - ▪ Silver certifications are awarded automatically upon successful completion of the online exam, and the individual is notified immediately through the portal.

- Individuals achieving silver certifications are awarded electronic Silver Certificates issued directly to the individual through the portal.
- All exams are proctored by an individual from the member institution who is certified as silver-level SACA proctor.
- If an individual fails an exam, a designated instructor can provide the individual with a prescription for improvement generated by the portal.
- Individuals are eligible to retake a failed exam 24 hours later.
- **Gold Certification Student Details:**
  - Individuals achieve gold certifications by taking a hands-on performance test observed by a Gold-level proctor from their institution.
  - Gold-level proctors assess each individual by observing the individual's performance of hands-on skills in SACA's gold assessment scenarios using equipment approved by SACA.
  - Proctors enter the results of their observations into the SACA Assessment Portal.
  - Individuals are awarded gold-certification if they successfully perform the SACA assessment scenarios and have also been awarded the silver certification for that credential.
  - Individuals are automatically issued electronic Gold Certificates through the portal.

SACA Authorized Testing Center and Proctor Process

Industry or educational institutions can become authorized SACA Testing Centers by becoming a SACA member and training one or more staff as silver or gold proctors. The process to get individuals silver or gold certified is as follows:

- **Silver Proctors**
  - Silver proctors must go through training on the use of the SACA testing portal via SACA-conducted webinar.
  - Silver proctors sign an online Ethics Pledge each time they proctor an exam.
  - Any administrator or faculty member can serve as a silver proctor. The individual does not need to be knowledgeable on the subject matter.
- **Gold Proctors**
  - Gold Proctors must go through training on use of the SACA testing portal via webinar.
  - Gold proctors sign an online Ethics Pledge each time they proctor a hands-on assessment.
  - Gold proctors must be a faculty member or local industry advisor who is knowledgeable on the subject matter of the certification. They are designated as an "instructor" in the portal.
  - Gold proctors must be gold-certified in each credential they proctor.
  - At least one proctor from the institution must attend SACA Teacher Training at a regional or national training site to become gold-certified in each credential awarded
  - Additional proctors at the institution can achieve gold-certification from the proctor at their institution who attended the SACA Teacher Training at the national or regional site.
  - Proctors do not have to be certified in all credentials, only the ones they assess.
- **Administrative Access**
  - SACA members may grant one or more staff administrative access to the SACA Testing Portal, which gives them the ability to designate proctors and instructors for their testing site.
  - All proctors must be registered on the SACA testing site.
  - Administrators and instructors can view overall student test results.