MICROSOFT
CERTIFICATION

Western Technical College is now a Certiport Authorized Testing Center (CATC).

The Microsoft Office Specialist Program provides industry-leading assessments of skills and knowledge through our new project-based testing, giving students and professionals real-world exercises to appraise their understanding of Microsoft Office. This guarantees that every certified user has demonstrated the ability to command the full features and functionality of Microsoft Office, preparing them for future academic or workforce opportunities.

Cost: $145 per exam. The Microsoft Office Specialist certifications that are available are Word Associate, Excel Associate, PowerPoint Associate, and Outlook Associate.

Exam Prep: Western is currently offering MS Excel Exam prep classes. **Additional exam prep offerings coming soon!**
Please check our current schedule at: **www.westerntc.edu/microsoft-certification.**
Exam prep classes can also be scheduled at your location, at your convenience. Please call our office to discuss scheduling options.

Microsoft Office Specialist Exams must be scheduled through Business and Industry Services.
For more information or to register, please call our office at 608-785-29232 or e-mail bis@westerntc.edu.