

# GRADUATING PACT

In order to graduate with a PACT certificate, students must complete 80 percent of the line items or tasks listed on each Skill Achievement Record (SAR), located at the end of all PACT units. Participant must also take and pass at 70% (minimum cut score) each Unit Summary Quiz. A line item or task is considered complete when a student performs the skill at a competency level of 2 or above (on the 3-point proficiency scale) and a date is entered when the student has reached their level, determined by the Instructor. This process is to be followed for each task on each SAR. The instructor and/or program may choose which tasks to present as long as you meet at least 80% of the total number of tasks on each SAR. The PACT units list the knowledge, skills, and abilities that students who are interested in working in the trades need to master, regardless of their trade-specific choice. For a PACT Green Building designation on stand-alone PACT Core certificates, graduates must complete the Core and all green-designated items in it, plus 80 percent of Unit Five—Green Building. For trade-specific certificates, those items designated as “green” in the trade unit are also required. The SARs are a record of skills attainment the student has completed and supports the type of PACT Certificate earned. Therefore, the SARs are to be considered a “living” document while students are enrolled in a PACT program. The chart below provides a reference as to the number of tasks needed for each unit to meet the 80-percent completion threshold for the various PACT certificates offered (add 42 of the 52 total SAR tasks for “Green” designation).

| PACT Certificate Type                  | Units                                      | Total # of SAR Tasks   | # of Tasks Needed for 80%  |
|--|--|--|--|
| Core                                   | Units 1–4                                  | Unit 1 = 18<br>Unit 2 = 13<br>Unit 3 = 28<br>Unit 4 = 17<br>Total - 76 | Unit 1 = 15<br>Unit 2 = 11<br>Unit 3 = 23<br>Unit 4 = 14<br>Total - 61 |
| Core Green                             | Units 1 thru 5                             | 128  | 103  |
| Carpentry                              | Units 1 thru 4 + 6 (for Green add Unit 5)  | 106  | 85   |
| Electrical                             | Units 1 thru 4 + 7 (for Green add Unit 5)  | 103  | 83   |
| Plumbing                               | Units 1 thru 4 + 8 (for Green add Unit 5)  | 111  | 89   |
| Masonry                                | Units 1 thru 4 + 9 (for Green add Unit 5)  | 98   | 79   |
| Landscaping                            | Units 1 thru 4 + 10 (for Green add Unit 5) | 101  | 81   |
| Painting & Finishing                   | Units 1 thru 4 + 11 (for Green add Unit 5) | 99   | 80   |
| Building Construction Technology (BCT) | Units 1 thru 4 + 12 (for Green add Unit 5) | 152  | 122  |
| Weatherization                         | Units 1 thru 4 + 13 (for Green add Unit 5) | 111  | 89   |
| Basic HVAC Technology                  | Units 1 thru 4 + 14 (for Green add Unit 5) | 194  | 155  |

The instructor, training program, or its designee is responsible for maintaining and keeping the SARs up to date as the student progresses through the PACT program and for making the results of the SARs available for up to three years after graduation. Upon completion, all SARs must be signed and dated in the area provided at the end of each unit SAR. PACT certificates may be requested from HBI at <http://tinyurl.com/PACT-Cert> by instructors who have been authorized and trained to teach the PACT curriculum. Many programs hold graduation ceremonies to celebrate the graduates’ achievements and to recognize their accomplishment in obtaining a certificate that is portable, marketable, and industry recognized. The PACT certificate validates a student’s proficiency in construction knowledge.