



Occupational Safety Training Systems, Inc. 1465
(909) 468-3602 (877) 404-6787
Fax (909) 468-3802
www.ostsinc.com or mgosts@ostsinc.com

CCO Preparation, Written Exam & Practical Exam Certification

Operator certification per the National Commission for the Certification of Crane Operators (NCCCO) requirement is a two-part process.

Part one: **Written Exam**

Part two: **Practical Exam**

All candidates are required to pass both the written and practical examinations in order to be certified. Part one, operators are required to pass a written, technical exam. To accomplish this we offer the following:

CCO Preparation Class

Operators should attend this 2-day prep class that is designed to teach candidates the information needed to pass the written exam. Even the most experienced operators have a better chance to pass if they attend a prep class. (*Prep days could be extended to 3,4, or 5 days depending on the number of Specialties*).

(Includes: Student materials & certificate of participation)

Go to www.ostsinc.com for calendar of scheduled Prep dates.

Re-Training & Re-Testing

Candidates not passing any of the Written portions of the exams be it the Core or Specialties can attend a future OSTS 2-day Prep class at no additional charge (Attendance based on seating availability) and no later than May 31. After May 31 there will be a \$300 re-prep fee. Re-testing charges are paid directly to IAI. *OSTS will coordinate any and all re-testing applications at no additional charge.*

CCO Written Examination

OSTS is recognized by I.A.I. as a Written Exam Test Site. The written examination program consists of a Core examination in crane operation, as well as four Crane Specialty examinations.

All candidates are required to take the Core examination regardless of the Specialty(s) in which they wish to be certified.

CCO Specialty Examinations:

- Lattice Boom Crawler Cranes
- Lattice Boom Truck Cranes
- Large Telescopic Boom Cranes
(greater than 17.5 tons)
- Small Telescopic Boom Cranes
(less than 17.5 tons)

Candidate/Student Requirements for Written Exam

The following forms must be submitted to IAI no less than two weeks prior to your Written Exam date.

- Candidate Application for Written Exam

Application Fees for Written Examinations are:

Core exam plus any one (1) Specialty Exam	\$165
Core exam plus two (2) Specialties	\$175
Core exam plus three (3) Specialties	\$185
Core exam plus four (4) Specialties	\$195

All written application exam fees are paid directly to International Assessment Institute (I.A.I.). For complete details, go to www.ostsinc.com to download the “Candidate Handbook”.

Test Scheduling Options:

Regular schedule

For test sites IAI a *Written Test Administration Request Form* at least four (4) weeks prior to the desired test date, with a guarantee of at least 15 candidates, there is no additional fee.

Later Test Site Applications:

- Less than four (4) weeks to three (3) weeks prior to exam - Call
- Less than three (3) weeks to two (2) weeks prior to exam - Call

Test Sites w/Less than 15 Candidates:

- 1-10 candidates - Call
- 11-14 candidates - Call

Test Site Cancellation fee:

Test sites will be required to pay a cancellation fee of \$400 if they cancel without giving fifteen (15) days prior notice in writing to IAI. (Call for details)

Candidates meeting the eligibility requirements and passing the written examination are eligible to take the Practical Examination. Candidates have 12 months from the time they

pass both the Core and Specialty Examinations in which to pass the Practical examination.

Eligibility Requirements

- Be at least 18 years of age
- Meet Medical requirements

Certification Requirements

- Pass Written Examinations
(Core and one Specialty)
- Pass Practical Examination(s)

CCO Practical Examination

Candidates who pass the Core Examination and at least one Specialty Examination may apply to take the Practical Examination. Candidates who do not take the practical examination within 12 months of passing the Written examination must retake and pass the written examination before again being eligible to take the practical examination.

To establish eligibility, candidates must be able to provide at the time of Practical Examination, Candidate Application Form, copy of a score report, certificate, or certification card. Bring these items with you to the Practical Examination you are scheduled for. A practical exam takes approximately one hour per operator to complete one (1) *Specialty*. Test site to be coordinated through OSTs.

Practical Exam Test Site: To become a test site you need to fill out the Test Site Application & Data Sheet and send that in along with an expediting fee of \$100 per crane to receive your CADS within 7 days.