



# Micro-Enterprise Credential

January 26, 2017

Certifying Organization	Baton Rouge Area Chamber (BRAC), developed in collaboration with the Louisiana Department of Education	
Description of Credentials	The Micro-Enterprise Credential certifies that students have mastered workplace behaviors and communication skills, specific small business activities (e.g., complete credit applications, complete online company registrations), and gained the financial literacy necessary to become effective small business employees and entrepreneurs.	
	Complementary	Students have completed the Self-Assessment and Self-Assessment Presentation modules.
	Regional Core	Students have completed the five modules of the Micro-Enterprise Credential (see below).
	Basic Statewide (available 2017-2018)	Students with the Regional Core Micro-Enterprise Credential complete additional modules (tbd) and pass another culminating test (tbd) to indicate their enhanced capacity to be a successful small business owner and entrepreneur.
	Advanced Statewide (available 2017-2018)	Students with the Regional Core Micro-Enterprise Credential complete additional modules (tbd), pass another culminating test (tbd) and attain an Accounting credential (tbd) to indicate their comprehensive capacity to be a successful small business owner and entrepreneur.
Part of which Graduation Pathways <sup>1</sup>	Integrated: Agriculture Tech, Hospitality, Tourism, Culinary and Retail Regional: Micro-Enterprise <i>Note: if/when the Workforce Investment Commission (WIC) approves the statewide Micro-Enterprise Credentials, the Micro-Enterprise pathway will be elevated to a Statewide pathway.</i>	
<a href="#">Associated with Which Careers?</a>	5 Star: General and Operations Managers 4 Star: Chief Executives, Farmers, Ranchers and Other Agricultural Managers, First-Line Supervisors of Retail Sales Works, Food Service Managers, Property, Real Estate, and Community Association Managers	
Entry-Level Annual Salaries	\$23,224 – \$46,199	
<b>Industry-Based Certification Requirements: Students</b>		
Standard / Curriculum	The table below describes the Micro-Enterprise Credential’s five modules. Extensive Micro-Enterprise Credential instructional resources are available on the <i>All Things Jump Start</i> web portal.	
<b>Credential Component</b>	<b>Purpose</b>	<b>Students Complete</b>
1 Self-Assessment	Requires student reflection on personal interests and strengths in the context of effective workplace behaviors.	Self-Assessment Spreadsheet
2 Self-Assessment Presentation	Requires students to engage effectively with an unfamiliar workplace mentor (live or virtually via Nepris).	Self-Assessment Presentation
3 Micro-Enterprise Credit Applications	Requires students to understand basic credit and business capital concepts, essential concepts for every small business employee / owner.	Micro-Enterprise Bank Credit Application Online Credit Application
4 Company Registration	Requires students to use the <i>geauxBIZ</i> student portal to complete actual company registration forms.	Register a company in the <i>geauxBIZ</i> student portal
5 Online Credential Exam	Requires students to master financial concepts essential to the success of every small business.	<i>Interim</i> Online Certification Exam
	Requires students to demonstrate their retention of the key “lessons learned” from completing the four components above.	

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<i>The Micro-Enterprise Credential is attainable by <u>all Louisiana students</u></i>						
Industry-Based Certification Requirements (continued)						
Testing Methodology	Paper?	No	Online?	Yes	Performance Exams / Tests?	Yes
Re-Testing (if available)	Re-Testing Procedures	Re-Testing will be available, details tbd			Max Attempts	No maximum number of attempts
Testing Details (including any age requirements / accommodations)	Only 11 <sup>th</sup> and 12 <sup>th</sup> graders can attempt to earn the Micro-Enterprise Credential.					
<p align="center"><b>Industry-Based Certification Requirements: Teachers</b></p> <p align="center"><i>Bulletin 746, Chapter 5: All Louisiana teachers providing instruction in a course that leads to an IBC must hold the certification that they're teaching students to attain.</i></p>						
Instructor Certification Requirements (by certifying agency)	Teachers must attain the Regional Core Micro-Enterprise Credential. (When available, teachers must attain the Basic Statewide Micro-Enterprise Credential to help students attain either of the Statewide Micro-Enterprise Credentials.)					
Proctoring / Test Security (if any)	Test provided by Questionmark. Test must be proctored like any other exam.					
Certification Tracking						
Credentialing Documentation	BRAC (through Career Compass) will provide their credential to students once schools have verified that students have completed the requirements of each level of certification.					
Certification Tracking System	Online Tracking System?	Yes	Details	See <a href="#">Jump Start Micro-Enterprise Credential: Relevant Policy and Procedures</a>		
Other Details	Expiration Timeframe?	The Micro-Enterprise Credential does not expire				
Certification Costs / Funding Sources						
Cost Details	<p>The credential exam for the Basic Micro-Enterprise Credential is provided by Questionmark. The cost of the exam is \$25 per student, which includes up to four re-tests.</p> <p>BRAC certification costs are: \$8 for the Complementary credential, \$16 for the Regional Core credential.</p> <p>Starting in the 2017-2018 an Advanced Statewide Micro-Enterprise Credential will be available. Testing and credentialing costs will be updated then.</p>					
Re-test / Refund Policies <sup>2</sup>	n/a					
Funding Sources <sup>3</sup>	CDF?	No	Perkins?	Yes	Alternative Source (other than General Funds)	
For More Information						
Certifying Agency Contact Info	BRAC: Liz Smith					
LDE Contacts	<b>Best Contact for all questions: Dave Lefkowitz</b> (JumpStart@la.gov)					

1 – This table may not include all the graduation pathways this credential appears in. Please check the [graduation pathway](#) you are working with if you have a question as to whether or not this credential is part of that pathway.

2 – No cost re-attempts for students who fail, and/or full or partial refund options for failed attempts? (Timeframes involved)

3 – CDF = [Career Development Fund](#)