

Typing Certificates

*Must Be Attached to Original Applications
(If Required)*

Sutter County will accept typing certificates from bona fide agencies provided they meet the requirements stated below.

Each of these items must be seen or indicated on your typing certificate:

- **Your first and last name**
- **Agency Letter Head**
- **Signed and dated by test administrator (Must be within one year)**
- **Minimum 3 minute typing test (internet and/or online tests are NOT acceptable)**
- **Gross Words Per Minute including the number of errors and/or % of accuracy -OR- Net Words per Minute**

If any of this information is not on the certificate, it will not be accepted.

Typing Certificates are accepted from the following:

- **Employment Agencies (may be subject to fees)**
- **Other Counties**
- **One Stop Employment Services**

Sutter County One Stop
Resource Room
256 Wilbur Avenue
Yuba City, CA 95991
530-822-5120

** Testing Administered:
Monday-Friday
9:00-4:00 pm

Yuba County One Stop
Resource Room
1114 Yuba Street
Marysville, CA 95901
530-749-4918 or 749-4893

** Testing Administered:
Tuesday & Wednesday
1:30 - 4:30 pm
Thursday
9:00 a.m. to Noon

** No appointment necessary

** Schedule is subject to change please call to confirm.