



Elevate America

The Department of Labor and Microsoft Corporation have teamed up to provide thousands of free vouchers to New Yorkers for select on-line Microsoft courses and certification exams. Businesses looking to upgrade the skills of their existing workforce are eligible.

To have a training voucher issued, please send the following information for each employee wishing to receive training to cbakewicz@rochesterworks.org:

Employee name and direct email address
Type of voucher being requested (Excel, Access, etc.)

The voucher code will be sent directly to the employee. Employers must make space and time available during work hours for their employees to utilize these vouchers.

Additional information about the vouchers:

- Each training voucher is redeemable for free online training in Microsoft Windows, or one of the programs in the Microsoft Office suite.
- Each certification exam voucher is redeemable for a Microsoft Business Certification Exam.
- Advanced technical professional-level vouchers are redeemable for free online training for people in career tracks such as web development or database management.

Vouchers will be available on a first-come, first-served basis, through June 24, 2010. Vouchers must be activated by June 24, 2010. Users will have 12 months from the date of their voucher activation to access the e-learning courses. Vouchers for exams are only valid until June 24, 2010. More information about the "Elevate America" program is available on the Department of Labor's web site at http://www.labor.ny.gov/workforcenypartners/elevate_america.shtm.

For more information, including system requirements, please see: our FAQs at <http://www.rochesterworks.org/docs/ElevAmerFAQs.pdf>