

Key Employee Certificate (KEC)

The KEC program recognizes key employees of NTCA member telcos who have completed the course requirements below. Courses are divided among three areas of study (Policy, Technology, and Business) and each area contains both core and elective courses. Eligible courses are offered in rotation at NTCA conferences, online through the NTCA Live Learning Center, and at pre-approved statewide association meetings.

CORE			ELECTIVE			TOTAL
Policy	Technology	Business	Policy	Technology	Business	16 credits
1 credit	2 credits	2 credits	3 credits	6 credits	2 credits	

Course titles below indicate topic categories. Specific course content is described in meeting programs. Because course content changes for each meeting, courses may be repeated for credit. Each course is equivalent to 1 credit

CORE COURSES		ELECTIVE COURSES	
<u>Courses</u>	<u>Course Code</u>	<u>Courses</u>	<u>Course Code</u>
Policy		Policy (select any three)	
Regulatory	P101	Pre-Approved Non-NTCA Session	P100
		Advocacy	P102
Technology (select any two)		Legal	P103
Network	T101	Grassroots	P104
Telecom Fundamentals	T102	Outreach	P105
Business (select any two*)		Technology (select any six)	
Telco Revenues	B101	Pre-Approved Non-NTCA Session	T100
Finance for Telecommunications	B102	Wireline	T103
Business Combinations & Partnering	B103	Wireless	T104
Capital Credits*	B104	Devices	T105
<i>*Cooperatives must take a Capital Credits Course</i>		Trends	T106
		Data	T107
		Apps	T108
		Telecom Industry	T109
		Cybersecurity	T110
		Business (select any two)	
		Pre-Approved Non-NTCA Session	B100
		Human Resources	B105
		Strategic Planning	B106
		Economic Development	B107
		Marketing	B108
		Management	B109
		Business Skills	B110
		Compensation Issues	B111
		Community Development	B112
		Risk Management	B113