**EXCELLENCE IN ACTION AWARD**

The National Association of State Directors of Career Technical Education Consortium (NASDCTEc) is pleased to call for applications for its annual Excellence in Action award, through which we recognize and honor superior Career Technical Education (CTE) programs of study from around the nation.

Selected programs will exemplify excellence in the implementation of Career Cluster-based programs of study, and have a meaningful impact on student achievement and success. Award recipients will be honored at NASDCTEc’s annual Spring Meeting in Washington, DC on April 8, 2015.

Winners will receive:

* A banner to hang in their school or institution of higher education.
* A digital banner to use in email and print materials as they so choose.
* Travel to and one-night accommodations in Washington, DC for the award winner to be recognized at an award ceremony on April 8, 2015.

Winners will also be featured in:

* A national press release, which will be distributed to national media.
* A NASDCTEc webinar and/or at a national conference.
* A standalone one-pager, used as part of NASDCTEc’s federal advocacy toolkit.
* A monthly newsletter sent to members of Congress.
* A stand-alone blog on the Learning that Works blog.
* The NASDCTEc website.

**APPLICATIONS ARE DUE BY 5 P.M. ET, FRIDAY, DECEMBER 5, 2014**

**HOW TO APPLY**

Fill out the following application. Once you have finished, email your application and all supplemental materials in one email to awards@careertech.org with the Subject: [NAME OF YOUR PROGRAM OF STUDY] Excellence in Action Award.

This application should be submitted as a Word document (.doc or docx). All supplemental documents or evidence can be submitted in the format of your choosing, but must be attached to the same email as this application.

**BACKGROUND INFORMATION**

1. Applicant Name/Point of Contact

Name:

Email Address:

Phone Number:

1. Applicant’s School/College:
2. State: Choose an item.
3. Type of institution (click the box to check)

[ ]  Area technical center

[ ]  Career academy

[ ]  Comprehensive high school

[ ]  Community college

[ ]  Technical college

[ ]  Other (please specify)

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1. Name of program of study:
2. Career Cluster in which your program of study should be considered **(Select only ONE):**

[ ]  Agriculture, Food & Natural Resources Career Cluster

[ ]  Architecture & Construction Career Cluster

[ ]  Arts, A/V Technology & Communications Career Cluster

[ ]  Business Management & Administration Career Cluster

[ ]  Education & Training Career Cluster

[ ]  Finance Career Cluster

[ ]  Government & Public Administration Career Cluster

[ ]  Health Sciences Career Cluster

[ ]  Hospitality & Tourism Career Cluster

[ ]  Human Services Career Cluster

[ ]  Information Technology Career Cluster

[ ]  Law, Public Safety, Corrections & Security Career Cluster

[ ]  Manufacturing Career Cluster

[ ]  Marketing Career Cluster

[ ]  Science, Technology, Engineering & Mathematics Career Cluster

[ ]  Transportation, Distribution & Logistics Career Cluster

1. In three sentences or less, describe your program of study, including the secondary and postsecondary components.
2. Please describe your program of study’s student population.

|  |  |
| --- | --- |
| Number of students served |  |
| Percentage of male students  |  |
| Percentage of female students  |  |
| Percentage of minority students |  |
| Percentage of low-income students  |  |
| Percentage of students with disabilities  |  |
| Percentage of English language learners |  |
| Other relevant *demographic* information  |  |

1. How many years has your program of study been in place?
2. Is your program of study associated with a Career Technical Student Organization? If so, which one(s) and in what way(s)?)

**PARTNERSHIPS**

1. Please provide more detail on at least three *business/industry* partnerships your program of study has, and how these partnerships have been built, maintained and sustained over time.

|  |  |  |
| --- | --- | --- |
| Business/Industry Name | What is the nature of this relationship? | How has this partnership been sustained over time? |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. Please provide more detail on at least three *education institutions and groups* partnerships your program of study has, and how these partnerships have been built, maintained and sustained over time.

|  |  |  |
| --- | --- | --- |
| Education institutions and groups | What is the nature of this relationship? | How has this partnership been sustained over time? |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |

1. Please provide more detail on any partnerships your program of study has with *other community groups*, and how these partnerships have been built, maintained and sustained over time.

|  |  |  |
| --- | --- | --- |
| Community groups | What is the nature of this relationship? | How has this partnership been sustained over time? |
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**COLLEGE- AND CAREER-READY STANDARDS/EXPECTATIONS**

1. Please describe how your program of study was developed and how it ensures students are prepared for postsecondary education and careers.
2. Which of the following standards does your program of study incorporate at the secondary and/or postsecondary level and how? (Please be specific)

|  |  |
| --- | --- |
| *Industry standards* |  |
| [*Career Cluster Knowledge & Skills Statements*](http://careertech.org/knowledge-skills-statements) *(Follow link for more info.)* |  |
| [*Common Career Technical Core*](http://www.careertech.org/cctc) *(Career Ready Practices and/or Content Standards)* |  |
| *21st Century/ Employability Skills*  |  |
| *State-developed CTE standards* |  |
| *State English standards/Common Core State Standards*  |  |
| *State math standards/Common Core State Standards* |  |
| *State science standards/Next Generation Science Standards* |  |
| *Locally-developed CTE standards* |  |
| *Other standards*  |  |

1. What role do assessments – such as industry-recognized credentials, end-of-course or end-of-program assessments, academic assessments, capstone experiences, etc. – play in the delivery or improvement of your program of study?
2. If applicable, please describe a concrete example of a cross-disciplinary project or assignment you use within your program of study.

**SEQUENCE OF COURSES & CREDIT TRANSFER**

1. Please describe your program of study’s course sequence by grade level, including the relevant or required academic and technical courses, as well as other required activities (e.g. work-based learning, capstone projects, etc.).
2. Please explain how your program of study ensures students gain the broader Career Cluster-level knowledge/skills and, over time, gain the more specific occupation-level knowledge/skills as they progress through the program of study.
3. Describe how your program of study provides opportunities for students to earn, articulate and/or transcript dual enrollment credit across K-12 and postsecondary, including opportunities such as AP/IB, dual and concurrent enrollment, and/or transcripted credit.

**GUIDANCE COUNSELING & ACADEMIC ADVISEMENT**

1. Describe how career guidance/advisement is integrated into your program of study to support students’ completion of the program of study and entry into additional education/training and/or a successful career.

**DATA, ACCOUNTABILITY & EVALUATION**

*
1. As available, please provide the following data for the most recent school year, the percentage of SECONDARY students in your program/program of study who:

|  |  |
| --- | --- |
| SCHOOL YEAR |  |
| Earned postsecondary credit (through dual enrollment, AP, etc.)  |  |
| Earned an industry-recognized credential  |  |
| Graduated high school |  |
| Enrolled in postsecondary education |  |
| Entered the workplace and/or military  |  |
| Completed postsecondary/earned a postsecondary degree or certificate |  |
| Links/Evidence  |  |

1. As available, please provide the following data for the most recent school year, the percentage of POSTSECONDARY students in your program/program of study who:

|  |  |
| --- | --- |
| SCHOOL YEAR |  |
| Completed postsecondary/earned a postsecondary degree or certificate  |  |
| Earned an industry-recognized credential  |  |
| Entered the workplace and/or military  |  |
| Links/Evidence  |  |

1. Please feel free to use the space below to share any other information or evidence of success of your program of study and the students who participate.

**ADDITIONAL MATERIALS**

With this application, please submit **at least one** letter of support. We also welcome any additional letters of support, data, photos, evidence or other materials that augment your program of study’s application.

**THANK YOU!**

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Thank you for completing this application! The selection committee will convene in January to review the applications and make final decisions, and we’ll be in touch in February. The programs of study will be evaluated based on their effective leveraging of partnerships, alignment to rigorous and relevant college- and career-ready expectations, clear progression of knowledge and skills across secondary and postsecondary systems, integration of successful career guidance/advisement and key indicators of student success.

For questions, concerns or to submit additional materials and evidence, please contact awards@careertech.org.

**To submit your application:**

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