



**Industry Certification Approval Process
for Inclusion on
Current CTE Programs with Identified Industry Certifications to meet ARS
15-391 5 k and l for JTED Eligibility
and
College and Career Readiness Rubric Credentials List (A-F School Letter
Grades)**

- 1. Requestor will complete the “Industry-Based Certification Application” and submit it to the Arizona Department of Education / Career and Technical Education unit (ADE/CTE), through the JTED inbox, JTED@azed.gov.**
- 2. The appropriate ADE/CTE Program Specialist will review the application and send it to the appropriate program Industry Advisory Committee.**
- 3. The Industry Advisory Committee will determine if the credential should be added to the Current CTE Programs with Identified Industry Certifications to meet ARS 15-391 5 k and l for JTED Eligibility list and/or the College and Career Readiness Rubric Credentials List (A-F School Letter Grades) using the application and supporting documentation submitted.**
- 4. The ADE will then rank the credential for points on the College and Career Readiness Rubric Credentials List (A-F School Letter Grades) based on the rubric developed for assigning points.**
- 5. The recommendation for the College and Career Readiness Rubric Credentials List (A-F School Letter Grades) will then be submitted to the Arizona Career and Technical Education Quality Commission for review and submission to the State Board of Education for addition to the College and Career Readiness Rubric, Industry Certification list.**

6. Once approved by the State Board of Education, the list will be added to the ADE website.

The timeline for the process is as follows:

Beginning August 29, 2017, the State Board of Education approved the “A-F Credential application” and will be available to a Requestor to submit a credential by October, 1, 2017 to the ADE/CTE through the JTED inbox, JTED@azed.gov. This begins the application process for the College and Career Readiness Rubric Credentials List (A-F School Letter Grades) for the 2017-2018 school year A-F School Letter Grades. No credential applications will be reviewed for the current school year after October 1, 2017.

Beginning in the calendar year 2018, submissions for the College and Career Readiness Rubric Credentials List (A-F Rating List) and JTED industry credential list must be received by **March 30 of each year to be considered for the following school year.**