

**TECHNICAL SKILL ATTAINMENT (2S1, 1P1, 1A1)
EVALUATION INSTRUMENT REQUEST FORM
CARL D. PERKINS CAREER AND TECHNICAL EDUCATION ACT (PERKINS IV)
DIVISION OF WORKFORCE EDUCATION
FLORIDA DEPARTMENT OF EDUCATION**

PURPOSE: This form is to be used to add linkages to the existing *Perkins IV* secondary and postsecondary (clock hour and college credit) Technical Skill Attainment Inventories published annually by the Division of Workforce Education.

The form shall be submitted by School Districts, Technical Centers, Community Colleges and State Colleges to request that a link be created connecting an industry certification, a state or federal licensure, a proprietary certification or a third party developed assessment instrument to a Career and Technical Education Program being taught by the submitting agency.

A separate form is required for each request.

SUBMIT REQUEST TO:

Benjamin Powell
Division of Workforce Education
Florida Department of Education
325 W. Gaines Street, Room 724
Tallahassee, FL 32399-0400
Benjamin.powell@fldoe.org
FAX: 850-245-9065/9052

QUESTIONS:

Questions about the *Perkins IV Technical Skill Attainment Inventories* should be referred to Kathleen Taylor at 850-245-9062 or via email at kathleen.taylor@fldoe.org. For information on the status of your request, please contact Ben Powell either by email (benjamin.powell@fldoe.org) or phone (850-245-9030).

EVALUATION INSTRUMENT INFORMATION

Exact Title of Certification:

Certifying Agency:

Certifying Agency Website:

CTE PROGRAM LINKAGE INFORMATION

Program Number/CIP#:

Program Length:

Exact Program/CIP Title (as listed on the Curriculum Framework):

SELECTION CRITERIA

To be considered for addition to the ***Perkins IV Technical Skill Attainment Inventory***, the certification or licensure requested must meet the following minimum criteria:

Yes No The requested certification or licensure is directly related to the expected learning outcomes of a career and technical education program and is considered to be occupationally specific.¹

Yes No The requested certification or licensure requires a minimum 150 hours of instruction for secondary students; or 150 hours of instruction for students in postsecondary clock hour programs; or the equivalent of 3 credit hours for students in postsecondary college credit programs.²

INSTITUTIONAL APPROVAL

The District Career and Technical Education Director, Technical Center Director or Occupational Dean (or designee) must approve requests for evaluation instruments to be added to a ***Perkins IV Technical Skill Attainment Inventory***.

Institution
Name:

Date:

Phone/Ext:

Email:

Fax Number:

Authorized Requestor/Designee's Name
(Printed):

Authorized Signature:

SUPPORTING DOCUMENTATION (Required)

Attach a Statement of Justification and/or other resource material to illustrate the correlation between the certification or licensure and the expected learning outcomes of the Career and Technical Education Program to which the certification or licensure is to be linked.

¹ An occupationally specific certification or licensure is based on an assessment indicating that the recipient has achieved proficiency in technical skills directly related to the goal or goals of one or more occupations listed in the Standard Occupational Classification (SOC) system. A certification that is generic to a number of occupations (e.g., OSHA, CPR) is not considered to be occupationally specific.

² Exceptions to the 150 hours of instruction/3 credit hour minimum may be approved on a case-by-case basis by the Director of Workforce Education in instances of programs that are less than 150 hours of instruction or less than 3 credits.