

**Workforce Credential Program Verification Sheet**

**Badge 1: Employability Skills and Resiliency in the Workplace**

This form is for district use and not to be submitted to the Florida Department of Education.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ FLEID: \_\_\_\_\_

School: \_\_\_\_\_ District (if applicable): \_\_\_\_\_

**To be eligible for a workforce credential badge, a student must be a student with a disability eligible under the Individuals with Disabilities Education Act and meet all of the following conditions:**

- Be enrolled in the Career Experiences: 9-12 course (#7980120); and
- Have a current individual educational plan (IEP) that includes transition goals.

**Instructions:**

The badge must be validated by two instructional staff members who are certified in Exceptional Student Education (ESE) K-12.

**Reviewer 1** – Complete the student demographic fields at the top of this fillable form. In the chart below, input information into the Examples of Documented Evidence column; each component is required. Initial under the Reviewer 1 column for each requirement met and complete the information on page 3.

**Reviewer 2** – Initial under the Reviewer 2 column for each requirement met and complete the information on page 3.

Criteria for Eligibility	Documented Evidence	Reviewer 1	Reviewer 2
<b>Be enrolled in Career Experiences: 9-12 course (#7980120)</b>	Course Schedule with Career Experience enrollment date: Or Transcripts Attached		
<b>IEP transition goals aligned with the badges</b>	Exceptionality: Initiation/Duration Date: Transition goals aligned with the badge: Yes/No		

<b>Badge 1</b> <b>Employability Skills and Resiliency</b> <b>in the Workplace</b>	<b>Examples of Documented Evidence</b> <b>*Sample evidence only; acceptable evidence is not</b> <b>limited to this list.</b>	<b>Reviewer</b> <b>1</b>	<b>Reviewer</b> <b>2</b>
<b>Skill 1</b> Use a variety of sources and methods to determine career interests and abilities.	<ul style="list-style-type: none"> <li>• Completed career interest inventory with a brief student reflection</li> <li>• Teacher-documented interview notes identifying student interests and strengths</li> <li>• Career exploration worksheet comparing at least two occupations</li> </ul>		
<b>Skill 2</b> Identify knowledge and additional skills necessary for job or career of interest.	<ul style="list-style-type: none"> <li>• Annotated job posting identifying required skills and qualifications</li> <li>• Student-created list of current skills and skills to be developed</li> <li>• Teacher observation notes from discussion or presentation on job skills</li> </ul>		
<b>Skill 3</b> Identify courses of study that must be completed to reach the student’s employment goal.	<ul style="list-style-type: none"> <li>• Completed course pathway worksheet aligned to career goal</li> <li>• Student-selected high school course sequence reviewed by teacher</li> <li>• Advisement or planning notes confirming course alignment</li> </ul>		
<b>Skill 4</b> Research and identify the educational requirements of the occupation in which the student wishes to work.	<ul style="list-style-type: none"> <li>• Career research summary identifying required education or training</li> <li>• Comparison chart of education levels for related occupations</li> <li>• Student presentation or written summary citing career information sources</li> </ul>		
<b>Skill 5</b> Develop a career and education plan that includes short- and long-term goals, high school program of study, and postsecondary/career goals.	<ul style="list-style-type: none"> <li>• Completed career and education plan template</li> <li>• Goal-setting worksheet identifying short- and long-term goals</li> <li>• Teacher-verified planning document confirming all required components</li> </ul>		

**Reviewer 1:**

**I validate that this student has met all requirements to receive Badge 1: Employability Skills and Resiliency in the Workplace.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Florida Certificate Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Reviewer 2:**

**I validate that this student has met all requirements to receive Badge 1: Employability Skills and Resiliency in the Workplace.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Florida Certificate Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Badge 1: Employability Skills and Resiliency in the Workplace Earned: Yes \_\_\_\_ No \_\_\_\_ Date: \_\_\_\_\_**