



## Career Ready Diploma Seals F.A.Q.

### What are Career Ready Diploma Seals?

Career Ready Diploma Seals are awarded to graduating high school students who complete a series of accomplishments as outlined and engage in activities, courses, and experiences that foster career readiness. The diploma seal is a signal to employers that a student is prepared to participate in the workforce. Six versions of the seal are available, each tailored to specific career-related experiences and accomplishments:

- Employability/Soft Skills Seal
- Distinguished Employability/Soft Skills Seal
- Pathway Skills Seal
- Distinguished Pathway Skills Seal
- Leadership Skills Seal
- Distinguished Leadership Skills Seal

### Employability/Soft Skills Seals F.A.Q.

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#### **Previously, districts were required to use a state approved employability/soft skills program. Is this still the case?**

No, this is no longer the case. Districts in conjunction with community industry partners will work together to decide which employability/soft skills program meets the needs of the local workforce. Districts will use the [Business Employability Skills Endorsement Form](#) (paper version available in CTAERN) to document:

- Which employability/soft skills program the district will use
- Why the selected employability/soft skills program best supports the local workforce
- Which industry partners participated in the selection of the employability/soft skills program

Each system must complete a Business Employability Skills Endorsement Form in order to issue Career Ready Employability/Soft Skills Seals.

#### **What constitutes a legitimate business and industry advisory committee for purposes of this approval?**

A minimum of 12 members whereby 50% of the team must work in a true business and industry organizations that are either profitable businesses or employers in the community.

### Pathway Skills Seals F.A.Q.

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#### **If a student completes a pathway program before the program receives industry certification, can we count that student as someone who completed an industry certified program?**

No, you cannot.

#### **If a student completes a pathway program and one to two courses were completed during a time when the program was classified as industry certified, can we count that student as someone who completed an industry certified program?**

No, you cannot. To count a student as one who completed a pathway in an industry certified program, *all* required course completions must occur during the time the program qualifies as industry certified.

### **What about our JROTC students?**

JROTC falls under the Government and Public Administration career cluster, which positions JROTC to earn one of the two Pathway Skills Seals.

## **Leadership Skills Seals F.A.Q.**

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### **What types of portfolios are students able to present?**

Students may present paper or electronic portfolios. The LEAs can determine what works best for the school system.

## **Process F.A.Q.**

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### **Is there an application to submit to the GA Department of Education if my school/district wants to issue Career Ready Diploma Seals?**

No, schools/districts are not required to submit an application to issue Career Ready Diploma Seals to students.

### **How can my school or CTAE program participate in the Career Ready Diploma Seals program?**

Key officials in the schools/districts will decide if they will issue Career Ready Diploma Seals to students. Since each seal requires students to meet specific criteria, staff and faculty will need to develop a process to manage which students are eligible to receive Career Ready Diploma Seals.

### **Can districts modify the requirements for any of the seals offered (i.e. can districts add or delete requirements for a seal)?**

No, local districts cannot modify seal requirements.

### **Is there a limit regarding the number of seals a student may earn?**

Yes, students may earn a maximum of 3 seals since seals at the “distinguished” level supersede the first seal level.

### **Are seals automatically mailed to schools/districts and who can order seals?**

No, districts must order seals through [CTAERN](#) (located in the **Forms and Resources** section) and it is okay for systems to estimate the number of seals they will award. The Georgia Department of Education will only accept one order per school system.

### **Is there a deadline to order Career Ready Diploma Seals?**

Yes, the deadline to order Career Ready Diploma Seals is February 1. Click [here](#) to access the order form.

### **Who certifies that our students meet seal eligibility criteria?**

Local schools/districts will verify and certify which students meet the requirements to earn Career Ready Diploma Seals.

### **Where can I find the cost of the Career Ready Diploma Seals?**

There is no cost to local school/systems who want to issue Career Ready Diploma Seals to students. The Career, Technical, and Agriculture Education Department provides funding for the seals.

### **How will schools report the students who earned seals?**

For school year 2018-2019, schools will only report the number of seals awarded. Starting school year 2019-2020, schools will report the seal(s) earned by each student in the student information system.

**Which year is the CTAE Diploma Seal effective? For example, if a SY19 senior this year earned a CTAE diploma seal with the completion of a SY18 pathway last year, is that student eligible to earn a seal this SY19 year? Or does the CTAE Diploma Seal apply to SY19 freshmen only?**

All current public-school students are eligible to earn Career Diploma Seals SY19. Some students may complete seal requirements before their senior year and other students may complete seal requirements during their senior year.

**Can students earn a seal if they are currently enrolled in school but qualified in previous years?**

Yes, students may satisfy seal requirements during any year they are enrolled in high school.

**Is the qualifying information for the leadership category an accumulation of years, (community service, CTSO participation, etc.)?**

Yes, students may satisfy seal requirements during any year they are enrolled in high school.

**Can students who complete multiple pathways can earn multiple seals in the same category.**

No, there are only two types of pathway seals...the Pathway Skills Seal and the Distinguished Pathway Skills Seal. There are no pathway specific seals (i.e. Corrections Services Pathway Skills Seal, Computer Science Pathway Skills Seal, etc.)

### **Miscellaneous F.A.Q.**

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**Are 8<sup>th</sup> grade students eligible to earn Career Ready Diploma Seals?**

No, they are not. Career Ready Diploma Seals are awarded to graduating seniors.

**Is there a specific Career Ready Diploma Seals program or website schools/districts need to use?**

No specific program or website is needed to issue students Career Ready Diploma Seals. However, we are in the process of creating a Career Ready Diploma Seals webpage.

**Will the new Career Ready Diploma Seals change graduation requirements for students pursuing the seal?**

No, the Career Ready Diploma Seals are not a component of graduation requirements; therefore, they will not impact the standards students need to achieve to earn their high school diploma.

**Are there other industry credentialing exams accepted for the Pathway Skills Seal (i.e. MOS, Adobe, etc.)?**

No, only End of Pathway Assessments are accepted.