**Application Cover Page**

**Texas Skill Standards Based Program Recognition**

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| All colleges applying for program recognition must complete the information below. A separate application cover page must be submitted for each program (level two certificate or associate’s degree) for which recognition is being sought. See section III of the *Application Instructions* *for Texas Skill Standards Based Program Recognition* at <https://tssb.org/applications> to complete this form. | | | | | | | | | | | | | | | | |
| College |  | | | | | | | | | | | | | | | |
| **Program information** | | | | | | | | | | | | | | | | |
| Award title | |  | | | | | | | | Award level (select one) | | | | | |  |
| Title of skill standards incorporated into curriculum <https://tssb.org/colleges-0> | | | | | | | |  | | | | | | | | |
| **Program contact**  Enter the name, title, and contact information of the single individual at the college who will submit the program’s recognition application, including coordination across all campuses, if relevant. | | | | | | | | | | | | | | | | |
| Name | | | | | | | Title | | | | | | | | | |
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| Mailing address | | | | | City | | | | | | State | | Zip code | | | |
|  | | | | |  | | | | | | **TX** | |  | | | |
| Telephone | | | | Email | | | | | | | | | | | | |
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| **Statement of assurance**  The signature of the college representative named below indicates that:  1) the institution has a) incorporated all the skill standards elements into the program award for which it is seeking recognition; b) aligned the key activities (or equivalent element) with the program’s courses in which they will be assessed, as documented in the submitted matrix; c) listed the key activities from the matrix as learning outcomes on the corresponding course syllabi; and d) received Texas Higher Education Coordinating Board approval for the program;  2) the institution will: a) teach each key activity (or equivalent element) as a learning outcome in the courses specified; b) teach the related academic, employability, and occupational knowledge, skills and conditions in the program; and c) assess students’ performance of the key activities and/or related performance criteria, skills and knowledge in the standards;  3) all campuses that subsequently offer the program recognized in this application must adhere to the above statements;  4) the college agrees to provide documentation of its compliance with these statements, including sample assessments to evaluate students’ performance of the key activities (or equivalent element), under a desk audit if requested by the Texas Workforce Investment Council; and  5) the individual named below has the authority to commit the institution to fulfilling the statements listed above. | | | | | | | | | | | | | | | | |
| Signature of college CEO (president or chancellor, as applicable) | | | | | | | | | | | | | | Date | | |
|  | | | | | | | | | | | | | |  | | |
| Name of college CEO (president or chancellor, as applicable) | | | | | | | | | Title | | | | | | | |
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| **Industry advisory committee statement of support** | | | | | | | | | | | | | | | | |
| The signature of the program’s industry advisory committee chair named below indicates that the industry advisory committee supports the program’s skill standards based curriculum and the college’s intention to teach and assess students to the skill standards content, including the key activities (or equivalent element) and related criteria, skills and knowledge. | | | | | | | | | | | | | | | | |
| Signature of industry advisory committee chair | | | | | | | | | | | | | | | Date | |
|  | | | | | | | | | | | | | | |  | |
| Name of industry advisory committee chair | | | | | | Title and company | | | | | | | | | | |
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| **FOR TWIC USE ONLY** | | | | | | | | | | | | | | | | |
| Staff review by | | |  | | | | | | |  | | Recognized | | | | |
| Application approval date | | |  | | | | | | |  | | Does not meet recognition requirements | | | | |