Career Launch Endorsement Review (CLER) Application

Business/Medical Office Programs
INSTITUTION ________________________________________________________________

PROPOSED PROGRAM ________________________________________________________

PROGRAM CIP____________ PROGRAM EPC (Legacy) ________ PLAN CODE (PeopleSoft)________

NAICS Code____________________

Please note: Registered Apprenticeship programs become automatically endorsed for Career Launch. You need not submit an application.

CONTACT INFORMATION

Name: ________________________________________________________________

Title: _________________________________________________________________

Address: ______________________________________________________________

Telephone: ____________________________________________________________

Fax: __________________________________________________________________

Email: __________________________________________________________________

___________________________________________  __________________________
Chief Academic Officer                  Date

Application contact: Scott A. Copeland
Associate Director, College Relations and Policy Guidance
Education Division
Washington State Board for Community and Technical Colleges
Office: 360-704-4397
Cell: 360-791-6026

Applications reviewed monthly and are due the first business day of the month.

Electronic submissions only to scopeland@sbctc.edu
Introduction
The Career Launch Program Endorsement recognizes high-quality career connected learning opportunities addressing persistent educational opportunity gaps, meeting the talent needs of employers and leading to academic learning and building awareness of, exposure to, and preparation for career opportunities.

Application Materials
This abbreviated application is designed to assist the Career Launch application process for adding similar fields of study previously endorsed.

Please note the following:

- Respond completely to the following three (3) checklist requirements in your submission packet.
- Include letter(s) of endorsement and letter(s) of employer partners.
- Submit your completed application to Scott Copeland at scopeland@sbctc.edu.

Program and Industry-Related Checklist

P1. Program description including length of program in years and total hours (including split between classroom and worksite). Include program plan/degree planner.

I-R1. Address of worksite(s) where Career Launch students will complete supervised training

I-R2. Hourly wage of Career Launch participants

End of Application