

## Purpose

This award recognizes school counselors and career development professionals who have demonstrated commitment to connecting students with opportunities for success, shown innovation in career exploration and development, and have advocated for CTE as a viable option for all students.

## Eligibility

All candidates must be employed as school counselors and/or career development professionals at the time of initial nomination. Candidates must be members of their state ACTE for consideration at the state level. State winners must be national ACTE members by March 1 to be considered at the Region level.

## Criteria

Candidates will be evaluated on the following criteria:

- a) Contributions to student success
- b) Innovations in career exploration and development
- c) Leadership in advocating for CTE as a viable option for all students

**All candidates must demonstrate at minimum one best practice in CTE as outlined in the [High Quality CTE Framework](#) in order to be eligible to receive the award.** For more information on how nominations will be scored, please see the [ACTE Member Awards Scoring Rubric](#).

## Nomination Requirements

Each nomination must include the following (incomplete nominations will not be considered):

- A. Description of Candidate's Qualifications for the Award
- B. Two (2) Letters of Support
- C. Photo/Headshot
- D. Interview (at region and national levels)

See below for more information on each component.

### A. Description of Candidate's Qualifications for the Award (1500 words total)

Address the following:

1. How has the candidate utilized components of high-quality CTE to connect students with opportunities for success? **Please refer to the High Quality CTE Framework as a guide/reference.** (Ex. sequencing and articulation; work-based learning opportunities; ensuring access and equity to CTE programs) *(500 words max)*
2. How has the candidate demonstrated innovation in career exploration and development? (Ex. improvements implemented; new activities or initiatives spearheaded; creative or cutting-edge practices) *(500 words max)*
3. How has the candidate demonstrated leadership in advocating for CTE as a viable option for all students? (Ex. communicating the value of CTE to students, parents, educators, community leaders, business & industry partners; leadership in ACTE and other organizations). *(500 words max)*

### B. Letters of Support

Each nomination should include two (2) letters of support recommending the candidate as relates to the above areas. Please submit letters from two of the following: a supervisor, a parent/guardian, a student, an employee, or a community leader.

### C. Photo/Headshot

Each nomination should include a photo/headshot of the candidate. Photos should be digital, high resolution (at least 300dpi), and submitted in .jpg format. Files 2MB or larger are preferred. *(Note: photographs will be used for publicity purposes only.)*

### D. Interview (for region and national awards)

Candidates selected for region consideration may undergo a brief interview with their region awards committee in the spring. All national finalists will conduct a phone interview with the national awards committee in the fall. Candidates will be notified of the interview schedule and process after submission of their nomination.

Nominations should be submitted electronically on the ACTE Awards Portal by **your state's deadline**. Candidates for the ACTE Excellence Awards may nominate themselves for an award or be nominated by a third party. States must choose and submit their winners for regional consideration by **March 1**. National winners will be selected by the ACTE Awards Committee. Region and national winners will be recognized at the ACTE Awards Banquet during CareerTech VISION. *Winning candidates permit ACTE to use and edit content of the application for promotional activities. Non-winning candidates may be re-nominated for the same or another Excellence Award the following year. Winning candidates at the national level may not be nominated for the same or another national ACTE Excellence Award within 3 years of their win.*

*Are you the best in CTE? Do you know someone who is?*

To learn more and submit a nomination, visit [www.acteonline.org/awards](http://www.acteonline.org/awards)