A separate AO-K Application form should be completed and approved for each AO-K Pathway. Please direct any questions to:

Erin Guardiola, Project Coordinator, [eguardiola@ksbor.org](mailto:eguardiola@ksbor.org), (785) 430-4278.

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| **1.** **Institutional Information** | | | |
| College Name: |  | ABE Center Name: |  |
| AO-K Coordinator:  Name, Title  Phone, E-mail |  | | |

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| **2. New AO-K Program Information** | | | | | | | |
| Pathway Name: |  | \*\*Pathway CIP Code: | |  | | | |
| Start Date: |  | KHEDS Program Code: | |  | | | |
| \*Award Level/Credit Hours: |  | | | | | | |
| Industry-recognized credential(s) obtained through this pathway: |  | | | | | | |
| Using the KS Labor Data, <https://klic.dol.ks.gov/vosnet/Default.aspx>, find the KS labor data for each occupation. | | | | | | | |
| Occupation Title: | | Long-term Demand: | | Median Wage: | | | |
|  | |  | |  | | | |
| *\*Award Levels: SAPP 1-15 credit hours. Cert A 16-29 credit hours. Cert B 30-44 credit hours. Cert C 45-59 credit hours. AAS 60-68 credit hours.*  *\*\*If you are unsure of the CIP code or KHEDS program code, please contact the person responsible for data at the institution.* | | | | | | | |
|  | | | | | | | |
| **3. Pathway Entrance Criteria** | | | | | | |
| **a. Skill Level -- National Reporting System (NRS) Level** | | | | | | |
| **Lowest Level Required:** | | | | | | |
|  | | | | | | |
| **b. TABE Assessment Score** | | | Minimum Score Required for Entrance into Pathway  (Note single or multiple test areas as applicable to the Pathway.) | | | |
| Math | | Reading | Language |
|  | | |  | |  |  |

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| **4. Identify all pathway courses** | | |
| **Course ID** | **Course Title** | **Credit Hours** |
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|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total: | |  |

*Please add rows as needed.*

|  |  |  |  |
| --- | --- | --- | --- |
| **5. Identify co-taught pathway courses \*\*\*** | | | |
| **Course ID** | **Course Title** | **Credit Hours** | **Adult Education Content** |
|  |  |  | *Insert Standards Here* |
|  |  |  | *Insert Standards Here* |
|  |  |  | *Insert Standards Here* |
| *\*Add rows as needed* | | | |

**\*\*\*Please attach course syllabi and common set of learning objectives for each co-taught course(s) in the pathway:**

In addition to the course syllabus, each common set of learning objectives should answer the following three questions:

1. What specific adult education and literacy content is taught during the program?
2. What specific workforce preparation activities\* are included in the AO-K program?

\* Workforce Preparation Activities: activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training, or employment.

1. What occupational training\* is included in the AO-K program?

\* Occupational Training - An organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels. Local areas must give priority consideration to training programs that lead to recognized postsecondary credentials that align with in-demand industry sectors or occupations in the local area. Such training must:

1. Be outcome-oriented and focused on an occupational goal specified in the individual service strategy;
2. Be of sufficient duration to impart the skills needed to meet the occupational goal; and
3. Lead to the attainment of a recognized postsecondary credential.