



Washington Office of Superintendent of
PUBLIC INSTRUCTION

**2025–26 State Approved Career and Technical Education (CTE)
Industry Recognized Credential/Certification Request Application**

**** APPLICATIONS MUST BE RECEIVED NO LATER THAN JUNE 30, 2024 ****

This application is for submission of industry recognized credentials to be considered for addition to the OSPI state approved list for the 2025–26 school year as options for secondary students to earn certifications while enrolled in CTE courses.

In support of school district efforts to adopt industry recognized credentials in accordance with the requirements of Perkins V Program Quality Measures, submissions may be sent to OSPI for review with documented evidence that it supports inclusion on the state approved list. Submitted certifications are preferred, but not required to be earnable in high school or within 2 months of graduation. An Industry Recognized Credential/Certification is verification of individual knowledge, qualifications, and/or competence in a specific skillset that leads to a state/nationally recognized industry credential or certification necessary for preferential hiring, employment, or job advancement in that field. Applicants will be responded to with receipt of application 30 working days of the application deadline.

Applicant Information:	
Applicant Name: Click or tap here to enter text.	Applicant Type: Choose an item.
Title: Click or tap here to enter text.	Applicant's Organization Name: Click or tap here to enter text.
Phone: Click or tap here to enter text.	Email: Click or tap here to enter text.
Credential/Certification Alignment:	
CTE Program Area: Choose an item.	CTE Cluster: Choose an item.
Classification of Instructional Programs (CIP) Code(s): Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.	Occupational Outcomes (job or career titles): Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.
Credential/Certification Information:	
Name of the Credential/Certification: Click or tap here to enter text.	
Regulatory/Accrediting Entity: Choose an item.	If other, please explain: Click or tap here to enter text.
Entity Name: Click or tap here to enter text.	
Entity Address: Click or tap here to enter text.	Entity Phone: Click or tap here to enter text.
Entity Email: Click or tap here to enter text.	Entity Web Address: Click or tap here to enter text.
Student Training (E.g., estimated number of training hours prior to exam): Click or tap here to enter text.	Instructor Qualifications (List any requirements of teacher and/or test proctor.): Click or tap here to enter text.
Testing Prerequisites (E.g., diploma, clinical requirements prior to testing, etc.): Click or tap here to enter text.	Exam Fee Type: Choose an item. Exam Fee Cost: Click or tap here to enter text. Other Notes: Click or tap here to enter text.
Minimum Age Requirement: Click or tap here to enter text.	Credential/Certification Progression: Choose an item.

☐ **Required Technical Skills Attained with Award of Credential/Certification are attached** (*MUST be attached to be considered*).

Required Supporting Evidence of Industry Recognition: (check all that apply and attach documentation, applications without documentation will not be considered)

<input type="checkbox"/> Regional Industry Recognition	A signed letter of endorsement (on company letterhead) from a recognized Washington regional employer or labor union indicating support and recognition of this specific credential/certification for hiring is attached to this application as documentation of Regional Industry Recognition .
<input type="checkbox"/> State Industry Recognition	A signed letter of endorsement (on company letterhead) from a recognized Washington state employer or labor union indicating support and recognition of this specific credential/certification for hiring is attached to this application as documentation of State Industry Recognition .
<input type="checkbox"/> Nationwide Industry Recognition	A signed letter of endorsement (on company letterhead) from a recognized national employer or labor union (that hires in Washington state) indicating support and recognition of this specific credential/certification for hiring is attached to this application as documentation of Nationwide Industry Recognition .

Return to:		
Career and Technical Education P.O. Box 47200, Olympia, WA 98504	cte@k12.wa.us	360-725-6245
OSPI USE ONLY		
Received Date: Click or tap to enter a date.	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Review Notes: Click or tap here to enter text.	<input type="checkbox"/> More Information Needed: Click or tap here to enter text.	