

Attachment C: Job Corps HSD Program of Study Implementation Plan Template

Region	Center Name

Complete the following. All required **submissions** should be uploaded into the same folder which contains this document.

- I. Analysis of current HSD providers in relation to Program of Study requirements (Use *Attachment D: Job Corps HSD Program of Study Requirements Checklist* to complete analysis).
 - o Identification of gaps, if any. If no gaps are identified, attach appropriate form of *proof of compliance* described in Section III.
 - o Determination of methods and timeline to address gaps. (Please add rows to tables throughout the document as needed.)

Identified Gaps	Methods Identified to Close Gaps

- II. Adjustment of Memos of Understanding (MOUs), contracts/sub-contracts and **submission to Regional Office** and timeline if needed.

Adjustment Description			Timeline
Memos of Understanding	Contracts	Sub-contracts	Adjustment Completion Date

III. Submission to Regional Office of *proof of compliance* with Required Program of Study for a Job Corps High School Diploma for all HSD providers.

For all of your HSD providers, please complete the chart below.

Proof of Required Program of Study Compliance		
HSD Program Provider Name	HSD Provider Is in Full Compliance with Program of Study Requirements	
	YES	NO¹

- If HSD provider, such as a private brick and mortar or private online HSD provider, is not required by the state in which it is licensed to provide instruction in the full-breadth of grade-level, state-adopted standards, then **submit the following to the Regional Office:**
 - **Proof of compliance** with coursework requirements; and
 - **Provider’s alignment study** of coursework content to the Common Core State Standards (CCSS) and Next Generation Science Standards (NGSS); or
 - **Evidence of alignment** of coursework standards with CCSS/NGSS, if provider claims use of *equivalent* standards.
- If HSD program is delivered by a public school provider, refer to the *Achieve: Class of 2015 Graduation Requirements* table available for download at <https://www.achieve.org/publications/state-state-graduation-requirements-class-2015>. If the coursework requirements shown on the table meet or exceed the Required Program of Study for a Job Corps High School Diploma and 22 or more total credits are shown as required, copy and paste the name of the state (Column A) and name of diploma awarded (Column B) into the table below. **No further proof of compliance is necessary.**

State	Diploma Name

- For public schools in states where education code only specifies a minimum set of courses to graduate and Local Education Agencies (LEA) are given the authority to supplement (e.g., California), **submit proof of compliance from the head LEA administrator to the Regional Office.**

¹ If “No,” please complete section IV.

- IV. If selected HSD provider(s) cannot provide *proof of compliance*, **submit to the Regional Office:**
- Explanation of why provider’s HSD program does not meet Program of Study requirements and **what courses need to be supplemented;**
 - **Name of accredited provider used for supplemental coursework;** and
 - **Description** of how each course delivered by HSD program and supplemental provider meets the Program of Study requirements.
- V. Description of supports the center will provide for all students, struggling students, students with disabilities, and English Learners.

Description of Supports			
All Students	Struggling Students	Students with Disabilities	English Language Learners
•	•	•	•