**Form A**



**PSMLA Exemplary Program (PEP) Application**

**for 2024 Awards**

For applications sent U.S. mail, submit a completed hardcopy and a copy on a CD or Flash drive.

Name of high school (as it should appear on the certificate):

**Full** address of high school:

Phone number of the high school:

Name of school district (if applicable):

Name of superintendent / or equivalent:

Name of high school principal / headmaster / or equivalent:

Name of world language department chair/curriculum director /supervisor:

Name of person completing this application:

EMAIL address of person completing this application:

Phone number of person completing this application:

Name of one staff person who is a 2024 PSMLA member

(**Payment required** on or before **January 15th):**

Number of world language teachers in the high school:

List of foreign languages taught in the high school:

I have read and verified the accuracy of the information presented in this application packet (Forms A, B, and 11 Indicators). My signature (in ink) below indicates that I understand the terms of the award and that, to the best of my knowledge; the information provided by the school is accurate. I agree that the information provided on the Blank PEP Rubric (Form B) page may be made public on the PSMLA website, in various PSMLA publications, and in news releases. Please sign in blue ink.

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Signature of the Superintendent Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the Principal / Headmaster Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the World Language Chairperson Date

or Curriculum Director/Supervisor

Submit Form B on a CD in Microsoft Word **and** 1 hard copy (with signatures)

**Form B – PEP Rubric (your school profile)**

**Submit completed hard copy and one CD or flash drive if submitting via U.S. mail.**

**(Save in Microsoft Word--DO NOT** **SAVE AS PDF FILE)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of high school:** | **Golden Globe** | **Silver Globe** | **Bronze Globe** | **Globe** |
| 1. **Maintain high percentage of total world language enrollment** |  |  |  |  |
| 1. **Provide a variety of languages in a 4 year high school sequence** |  |  |  |  |
| 1. **Retain students at higher levels** |  |  |  |  |
| 1. **4. Participate in AP, IB, level 5, and/or CIS (> high school level 5) program** |  |  |  |  |
| 1. **Schedule classes that are one level per period** |  |  |  |  |
| 1. **Provide an extended sequence instruction in at least one commonly taught language** |  |  |  |  |
| 1. **Implement Key Instructional Practices** |  |  |  |  |
| 1. **Administer Standards-based performance assessment(s)** |  |  |  |  |
| 1. **Engage in yearly staff development on world language topics** |  |  |  |  |
| 1. **Maintain current membership in professional organizations** |  |  |  |  |
| 1. **Provide special program features** |  |  |  |  |

**Name of School Contact Person: Email Phone:**

Cut and paste the brief explanations **from your 11 Indicator Cover Pages** in the appropriate box on this form. When completed, only 11 boxes will be filled, one per row in one of the 4 columns. A few criteria are repeated in two columns, you may insert your program information in the higher of the two columns. **This is** **your individual School Profile**. You may want to use it to show your administrators areas of strength and areas for improvement.

If an award is made, **this page will be made public** (PSMLA website, publications, news releases, etc.) Please be certain that all of the information is accurate. **Only items that are backed up with supporting documentation may be included on this page**. **Do not** **include additional information**. The committee will look at each item on this page and compare it to the supporting documentation. (Failure to comply with this may result in disqualification.)

Please keep the information **succinct**. However, the cells may be enlarged somewhat so that the information is complete.