



**SUMMER 2019 CANDIDATE ACADEMY PT 2 – ACCREDITATION PREP**  
**July 10 - 12, 2019**  
**Schedule of Required Workshops**

WEDNESDAY, July 10		
4:00 – 5:00 pm	<b>EARLY CONFERENCE CHECK IN</b>	Pre-Function Area
5:00 – 7:00 pm	Orientation and Homework Review Dr. Alex Wittig, Council on Occupational Education, GA	Ship Island C

THURSDAY, July 11		
7:30 - 8:30 am	<b>CONFERENCE CHECK IN</b>	Pre-Function Area
7:30 - 8:30 am	<b>Continental Breakfast</b>	Pre-Function Area
8:30 – 9:00 am	<b>Welcome and General Information</b>	<b>Grand Ballroom DEFG</b>
9:00 – 11:00 am	<p style="text-align: center;"><b>The Annual Report*</b></p> <p>The basics of the reporting process are covered in this session including an introduction to the software used for reporting.</p> <p style="text-align: center;"><b>Cindy Sheldon, Council on Occupational Education, GA</b>  <b>Kay Smarr, Council on Occupational Education, GA</b></p>	<b>Grand Ballroom DEFG</b>
11:00 am - 12:30 pm	<b>Lunch (on your own)</b>	
12:30 – 2:30 pm	<p style="text-align: center;"><b>The Annual Report: Reporting Student Achievement Data*</b>            (For Public, Non-Public and Registered Apprenticeships only)</p> <p>This presentation covers the section of the annual report dealing with reporting student achievement data for each program. Providing accurate data consistent with the Council's definitions is critical for the benefit of all institutions completing this section.</p> <p style="text-align: center;"><b>Cindy Sheldon, Council on Occupational Education, GA</b>  <b>Kay Smarr, Council on Occupational Education, GA</b></p>	<b>Grand Ballroom DEFG</b>
2:30 – 3:00 pm	<b>Beverage Break</b>	Pre-Function Area
3:00 – 5:00 pm	<p style="text-align: center;"><b>How to Host a Visiting Team/Preparing Exhibits for the Visit</b></p> <p style="text-align: center;"><b>Barbara Ison, Letcher County Area Technical Center (Retired), KY</b></p>	<b>Grand Ballroom C</b>

*\*Workshops with certificates of attendance.*

## FRIDAY, July 12

<b>8:00 - 9:00 am</b>	<b>Continental Breakfast</b>	Pre-Function Area
<b>9:00 – 11:30 am</b>	<b>The Self-Study for Beginners</b> <b>Dr. Alex Wittig, Council on Occupational Education, GA</b>	Grand Ballroom C
<b>11:30 am – 1:00 pm</b>	<b>Lunch (on your own)</b>	
<b>1:00 – 3:00 pm</b>	<b>Advisory Committees, Written Plans, and Substantive Changes</b> <b>Barbara Ison, Letcher County Area Technical Center (Retired), KY</b>	Grand Ballroom C
<b>2:00 – 2:30 pm</b>	<b>Beverage Break</b>	Pre-Function Area
<b>3:00 – 3:30 pm</b>	<b>Final Q &amp; A and Timelines for Accreditation</b> <b>Dr. Alex Wittig, Council on Occupational Education, GA</b>	Grand Ballroom C

***\*\*Please note that participants must attend all sessions as required in order to receive a certificate of completion. Keep this in mind when making travel arrangements.***