


Report Status:		FORMULA			Report ID:	
		Organization:		County District:		
SAS#: PERKAA18		Campus/Site:		ESC Region:		
Vendor ID:		School Year: 2017-2018				
2017-2018 Title I, Part C Carl D Perkins Career and Technical Education Act Grant Application						
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ER3010 Perkins Program Effectiveness Report						
					Amendment #	Version #
Part 1: Contact Information						
Organization Information						
Organization Name						
Mailing Address Line 1						
Mailing Address Line 2		City		State	Zip Code	
Primary Contact						
First Name		30 of 30	Initial	Last Name		30 of 30
Title		40 of 40				
Telephone	Ext.	Fax	E-Mail		60 of 60	Confirm E-Mail
Secondary Contact						
First Name		30 of 30	Initial	Last Name		30 of 30
Title		40 of 40				
Telephone	Ext.	Fax	E-Mail		60 of 60	Confirm E-Mail
Part 2: Program Effectiveness Review						
Administrative Leadership						
#	Indicator			Achieved	Evidence	
1.	The LEA has a clearly articulated mission for Career and Technical Education(CTE) that is consistent with the state plan; policies and procedures exist for translating the vision into action.			<input type="checkbox"/> Yes <input type="checkbox"/> No		

SAMPLE

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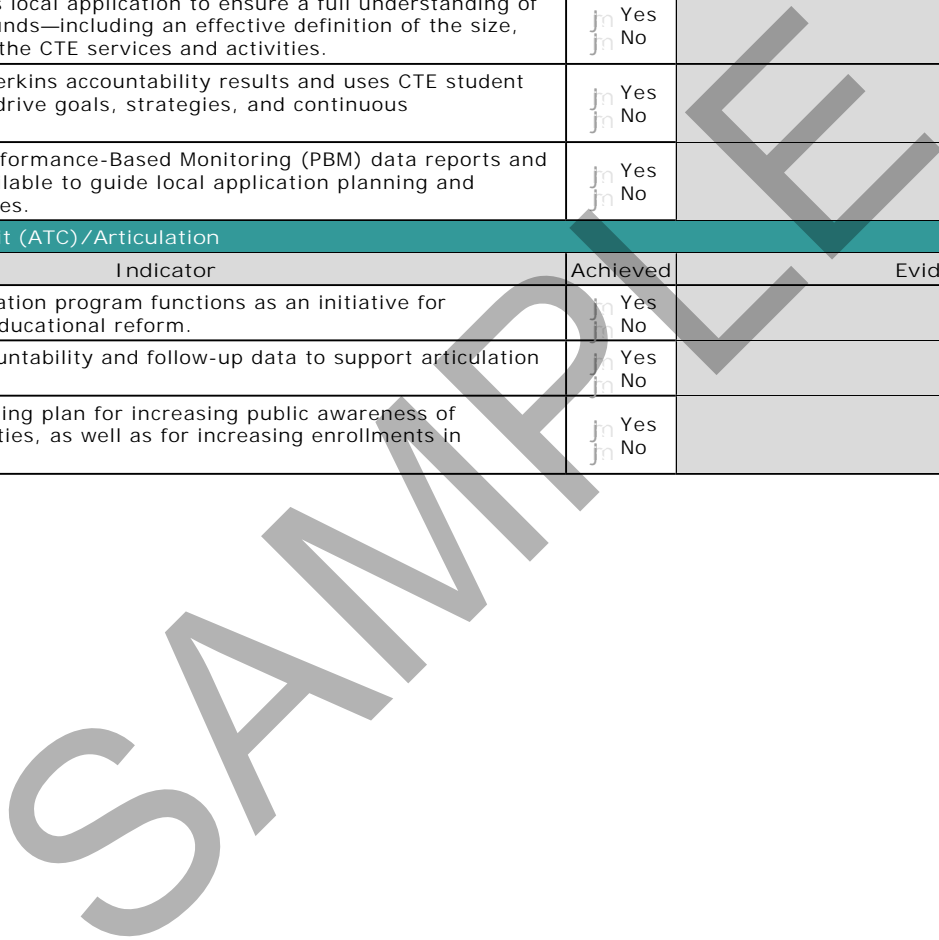
Part 2: Program Effectiveness Review (continued)

Local Perkins Application/Plan

#	Indicator	Achieved	Evidence
2.	The LEA completes its local application to ensure a full understanding of the required use of funds—including an effective definition of the size, scope, and quality of the CTE services and activities.	j Yes j No	
3.	The LEA reviews its Perkins accountability results and uses CTE student performance data to drive goals, strategies, and continuous improvement.	j Yes j No	
4.	The LEA assesses Performance-Based Monitoring (PBM) data reports and follow-up data as available to guide local application planning and improvement strategies.	j Yes j No	

Advanced Technical Credit (ATC)/Articulation

#	Indicator	Achieved	Evidence
5.	The LEA's ATC/articulation program functions as an initiative for promoting systemic educational reform.	j Yes j No	
6.	The LEA uses its accountability and follow-up data to support articulation activities.	j Yes j No	
7.	The LEA has a marketing plan for increasing public awareness of articulation opportunities, as well as for increasing enrollments in nontraditional fields.	j Yes j No	



eGrants
TEXAS EDUCATION AGENCY

Organization: County District:
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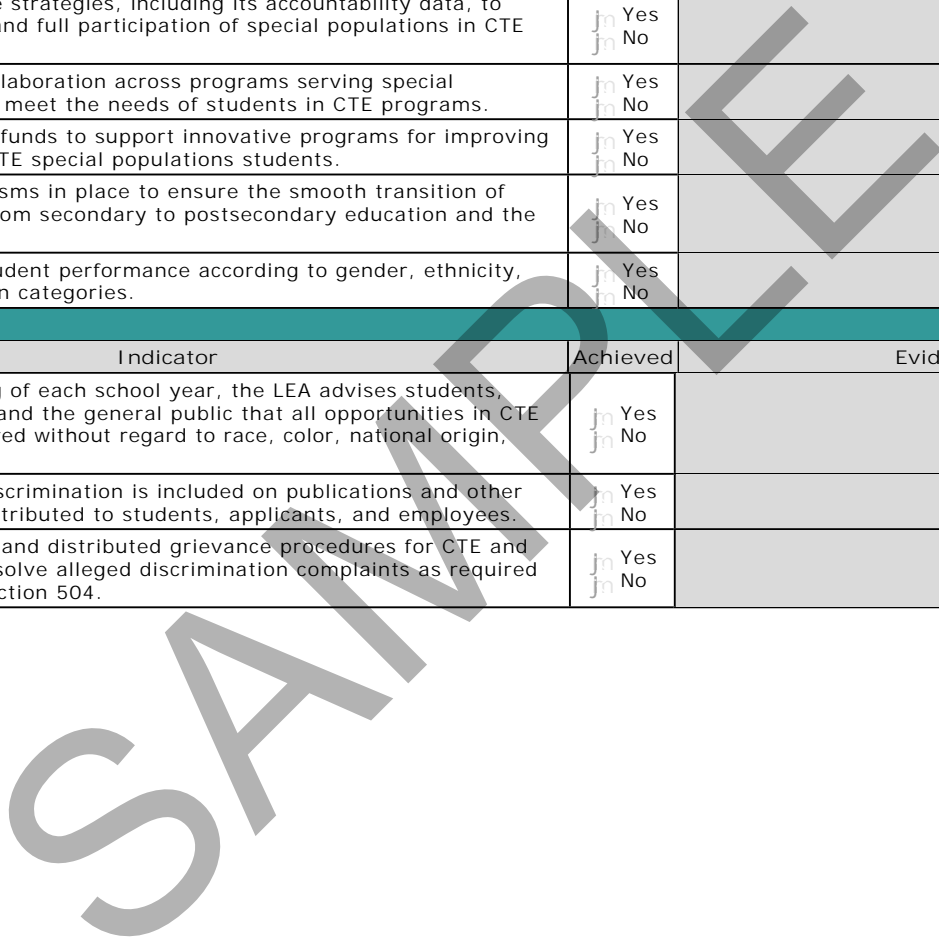
Part 2: Program Effectiveness Review (continued)


Special Populations

#	Indicator	Achieved	Evidence
8.	The LEA uses multiple strategies, including its accountability data, to assure equal access and full participation of special populations in CTE programs.	Yes No	
9.	The LEA promotes collaboration across programs serving special populations to better meet the needs of students in CTE programs.	Yes No	
10.	The LEA uses its CTE funds to support innovative programs for improving the performance of CTE special populations students.	Yes No	
11.	The LEA has mechanisms in place to ensure the smooth transition of special populations from secondary to postsecondary education and the workplace.	Yes No	
12.	The LEA evaluates student performance according to gender, ethnicity, and special population categories.	Yes No	

Program Access

#	Indicator	Achieved	Evidence
13.	Prior to the beginning of each school year, the LEA advises students, parents, employees, and the general public that all opportunities in CTE programs will be offered without regard to race, color, national origin, gender, or disability.	Yes No	
14.	A statement of nondiscrimination is included on publications and other materials that are distributed to students, applicants, and employees.	Yes No	
15.	The LEA has adopted and distributed grievance procedures for CTE and other programs to resolve alleged discrimination complaints as required under Title IX and Section 504.	Yes No	



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Part 2: Program Effectiveness Review (continued)

Program Access (continued)

#	Indicator	Achieved	Evidence
16.	Introductory, preliminary, or exploratory courses are not established as a prerequisite for admission to a CTE program unless the course has been and is available to all students without regard to race, color, national origin, gender, or disability.	Jn Yes Jn No	
17.	If an LEA's service area contains a community of national-origin minority persons with limited English language skills, any promotional materials disseminated are disseminated to the national-origin community in its own language.	Jn Yes Jn No	
18.	When a student with a special education qualified disability is considered for placement in CTE courses, the Admission, Review, and Dismissal (ARD) committee includes all required staff.	Jn Yes Jn No	
19.	The LEA ensures that facilities for students with disabilities and the services and activities provided therein are comparable to the other facilities, services, and activities of the LEA.	Jn Yes Jn No	
20.	Signage is provided at all entrances to the LEA's facilities that directs participants to an accessible entrance or to a location at which they can obtain information about accessible facilities.	Jn Yes Jn No	
21.	Memberships in CTE student organizations operated, administered, or sponsored by an LEA are available to all students in the instructional program without regard to gender, race, color, national origin, or disability.	Jn Yes Jn No	
22.	The LEA makes opportunities available to students in work-based learning, career-preparation education, and job-placement programs without regard to race, color, national origin, or disability, and does not enter into any arrangement with an agency, union, business, or other sponsor that discriminates against the LEA's students on the basis of gender, race, color, national origin, or disability in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, or pay.	Jn Yes Jn No	
23.	The LEA operating CTE programs ensures that students in protected groups do not drop out of CTE programs before completion due to unequal treatment or because of a lack of services to meet language- or disability-related needs.	Jn Yes Jn No	
24.	The LEA's employment and promotion practices are free from discrimination against CTE employees or applicants on the basis of race, color, national origin, sex, disability, or age.	Jn Yes Jn No	
25.	The LEA assures that it has established and maintained faculty salary scales and policies based upon the conditions and responsibilities of employment without regard to race, color, national origin, age, gender, or disability.	Jn Yes Jn No	
26.	The LEA has addressed allegations of harassment based on race, sex, and or disability.	Jn Yes Jn No	

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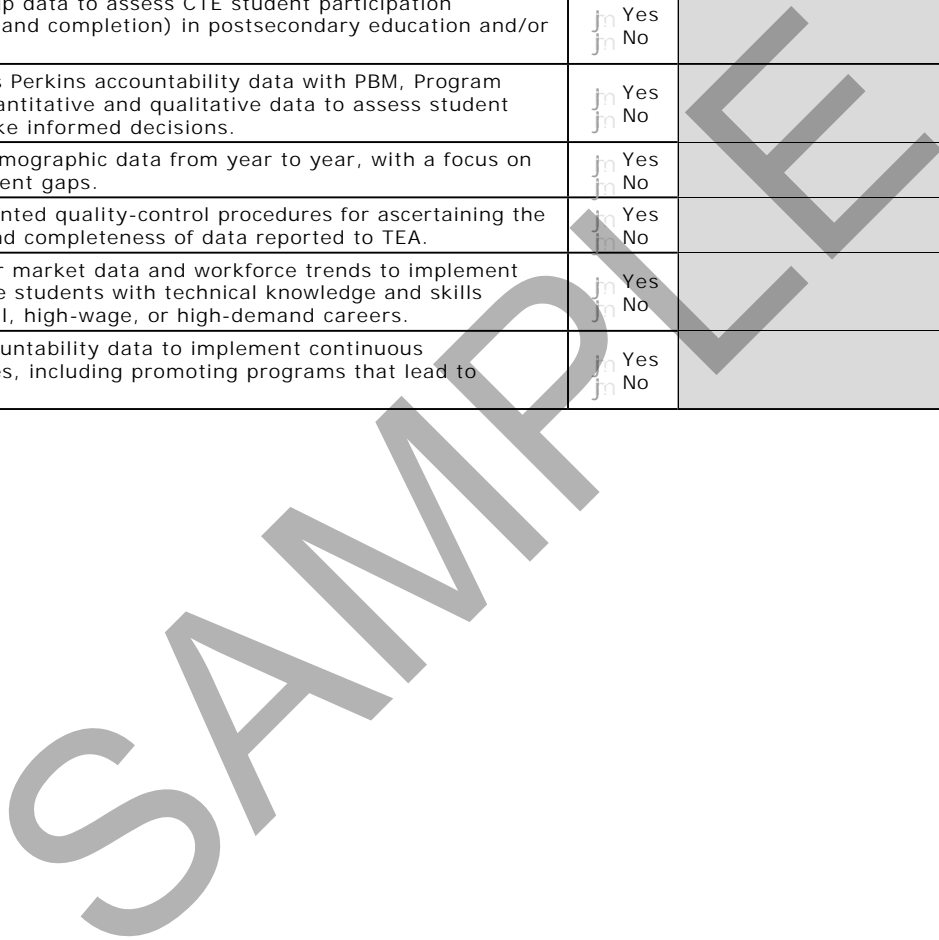
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Part 2: Program Effectiveness Review (continued)

Accountability

#	Indicator	Achieved	Evidence
27.	The LEA uses follow-up data to assess CTE student participation (including placement and completion) in postsecondary education and/or work.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
28.	The LEA complements Perkins accountability data with PBM, Program Access, and other quantitative and qualitative data to assess student performance and make informed decisions.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
29.	The LEA evaluates demographic data from year to year, with a focus on eliminating achievement gaps.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
30.	The LEA has implemented quality-control procedures for ascertaining the validity, reliability, and completeness of data reported to TEA.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
31.	The LEA reviews labor market data and workforce trends to implement programs that provide students with technical knowledge and skills essential for high-skill, high-wage, or high-demand careers.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
32.	The LEA uses its accountability data to implement continuous improvement activities, including promoting programs that lead to nontraditional fields.	<input type="checkbox"/> Yes <input type="checkbox"/> No	



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Part 3: Evaluation Description		
Describe the areas of improvement identified in Part 2: Program Effectiveness Review. List the improvement strategies 2000 of 2000 for each indicator to which you answered No.		
<p style="text-align: center; font-size: 48px; opacity: 0.3; transform: rotate(-30deg);">SAMPLE</p>		



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Part 4: Performance-Based Monitoring (PBM)

School Year	Intervention Stage	Areas of Low Performance
2015-2016		500 of 500
2016-2017		500 of 500
2017-2018		500 of 500

Performance-Based Monitoring Data Validation (CTE)

School Year	Data Validation	Areas of Data Concern
2017-2018	<input type="checkbox"/> Yes <input type="checkbox"/> No	250 of 250

Identify which improvement strategies address the areas of low performance and/or data concern, and what has been or will be done in the CTE program to improve student performance and/or ensure data integrity. 1500 of 1500

(This area contains a large 'SAMPLE' watermark.)

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned

Help

#	Description	Number
1.	A*S*K (Assessment of Skills and Knowledge for Business) - Concepts of Finance	
2.	A*S*K Fundamental Business Concepts	
3.	A*S*K - Fundamental Marketing Concepts	
4.	AAFCS (American Association of Family & Consumer Sciences) - Pre-Professional Certification in Culinary Arts	
5.	AAFCS Early Childhood Education Competency Assessment and Certification	
6.	AAFCS - Pre-Professional Certification in Education Fundamentals	
7.	AAFCS - Pre-Professional Certification in Interior Design Fundamentals	
8.	AAFCS - Pre-Professional Certification in Personal and Family Finance	
9.	Adobe Certified Associate (ACA) - Creative Suite	
10.	Adobe Certified Associate (ACA) - Dreamweaver	
11.	Adobe Certified Associate (ACA) - Flash Professional	
12.	Adobe Certified Associate (ACA) - Photoshop	
13.	Adobe Certified Associate (ACA) - Premiere Professional	
14.	Adobe Certified Associate (ACA) - Print & Digital Media Publication InDesign	
15.	Adobe Certified Expert (ACE) - Adobe After Effects	
16.	Adobe Certified Expert (ACE) - Adobe Illustrator	
17.	Adobe Certified Expert (ACE) - InDesign	
18.	AHLEI (American Hotel and Lodging Education Institute) Certified Rooms Division Specialist (CRDS)	
19.	AHLEI Lodging Management Program	
20.	ALLDATA Certified Automotive Information Specialist (CAIS)	
21.	API - American Petroleum Institute 1104 Welding Certificate	
22.	Apple Final Cut Pro	
23.	Apple iWork	
24.	ArcGIS Desktop Associate	
25.	ASE (National Institute for Automotive Service Excellence) - Automatic Transmission/Transaxle (A2)	
26.	ASE - Automobile Service Technology	
27.	ASE - Automotive Maintenance and Light Repair (G1)	
28.	ASE - Brakes (A5)	
29.	ASE - Electronic/Electrical Systems (A6)	
30.	ASE - Engine Performance (A8)	
31.	ASE - Engine Repair (A1)	

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned (continued)

Enter the number of CTE concentrators (code 2 coherent sequence students) who earned each certification or licensure. The students may be duplicated.

33. ASE - Manual Drive Train and Axles (A3)	
34. ASE - Mechanical and Electrical Components (B5)	
35. ASE - Medium/Heavy Truck Technician, Brakes (T4)	
36. ASE - Medium/Heavy Truck Technician, Diesel Engines (T2)	
37. ASE - Medium/Heavy Truck Technician, Drive Train (T3)	
38. ASE - Medium/Heavy Truck Technician, Electrical/Electronic Systems (T6)	
39. ASE - Medium/Heavy Truck Technician, HVAC (T7)	
40. ASE - Medium/Heavy Truck Technician, Suspension and Steering (T5)	
41. ASE - Non-Structural Analysis and Damage Repair (B3)	
42. ASE - Painting and Refinishing (B2)	
43. ASE - Refrigerant Recovery and Recycling (EPA Section 609)	
44. ASE - Suspension and Steering (A4)	
45. ASE - Structural Analysis and Damage Repair (B4)	
46. Associate of (ISC) ²	
47. AutoCAD Certified Professional	
48. AutoCAD Certified User	
49. AutoCAD Civil 3D Certified Professional	
50. Autodesk 3ds Max Certified User	
51. Autodesk Building Performance Analysis (BPA)	
52. Autodesk Inventor Certified User	
53. Autodesk Maya Certified User	
54. Autodesk Revit Architecture Certified User	
55. Avid Certified User Media Composer	
56. AWS (American Welding Society) - SENSE Certification	
57. AWS - D1.1 Certification	
58. AWS - D1.3 Sheet Steel Welding	
59. AWS - D9.1 Certification	
60. Basic Telecommunications Certificate (Texas Commission on Law Enforcement Officer Standards and Education)	
61. Briggs & Stratton Master Technician	
62. Certified Clinical Medical Assistant (CCMA) – National Healthcareer Association	
63. Certified EKG Technician	

64.	Certified Internet Webmaster (CIW) Associate	
65.	Certified Patient Care Technician/Assistant (CPCT/A) – National Healthcareer Association	
66.	Certified Protection Officer (International Foundation of Protection Officers)	
67.	Certified SolidWorks Associate (CSWA)	

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned (continued)

Enter the number of CTE concentrators (code 2 coherent sequence students) who earned each certification or licensure. The students may be duplicated.

68.	Certified SolidWorks Professional (CSWP)	
69.	Certified Television Operator (The Society of Broadcast Engineers)	
70.	Chief Architect Certified Apprentice	
71.	Child Development Associate (CDA)	
72.	Cisco Certified Entry Networking Technician (CCENT)	
73.	Cisco Certified Network Associate (CCNA)	
74.	Cisco Certified Network Associate Security (CCNA Security)	
75.	Cisco Rich Media Communications Specialist	
76.	CNA – Certified Nurse Aide (Texas Dept of Aging and Disability Services)	
77.	CompTIA A+ Certification	
78.	CompTIA Network+	
79.	CompTIA Security+	
80.	CompTIA Server+	
81.	CompTIA Strata IT Fundamentals	
82.	Cosmetology, Esthetician Specialty License (Texas Dept of Licensing and Regulation)	
83.	Cosmetology, Hair Weaving Specialty Certificate (Texas Dept of Licensing and Regulation)	
84.	Cosmetology, Manicurist Specialty License (Texas Dept of Licensing and Regulation)	
85.	Cosmetology, Operator License (Texas Dept of Licensing and Regulation)	
86.	County Jailer Certification (Texas Commission on Law Enforcement Officer Standards and Education)	
87.	CSA (Canadian Standards Association) - W59 Canadian Standards Association Welding Certification	
88.	C-Tech Broadband Academy	
89.	C-Tech Introduction to Telecommunications: Copper-Based Systems	
90.	C-Tech Introduction to Network Cabling: Copper-Based Systems Certificate	
91.	C-Tech Introduction to Network Cabling: Fiber Optic-Based Systems	
92.	C-Tech Introduction to Telephone Systems and VoIP	
93.	C-Tech Introduction to Home Entertainment: Residential Audio/Video Systems	
94.	Dental Assistant, Certified (CDA) (Texas State Board of Dental Examiners)	
95.	Dental Assistant, Registered (RDA) (Texas State Board of Dental Examiners)	
96.	Digital Production Printing Certification	
97.	Educational Aide I Certificate (State Board for Educator Certification)	
98.	Electrical Apprentice License (Texas Dept of Licensing and Regulation)	
99.	Emergency Care Attendant (Texas Dept of State Health Services)	
100.	Emergency Medical Services Operator/Emergency Medical Dispatcher (Texas Dept of State Health Services)	

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned (continued)

Enter the number of CTE concentrators (code 2 coherent sequence students) who earned each certification or licensure. The students may be duplicated.

101.	Emergency Medical Technician (Texas Dept of State Health Services)	
102.	Floral Design Certification, Level One (Texas State Florists' Association)	
103.	Floral Design Certification, Level Two (Texas State Florists' Association)	
104.	GRAEF (Graphic Arts Education and Research Foundation) - PrintED	
105.	HBI/NAHB (Home Builders Institute/National Association of Home Builders) - Carpentry, Advanced	
106.	HBI/NAHB - Facilities Maintenance, Advanced	
107.	HBI/NAHB - House Wiring, Advanced	
108.	HBI/NAHB - HVAC Service Technician, Advanced	
109.	HBI/NAHB - Plumbing, Advanced	
110.	HP ATA (Hewlett-Packard Accredited Technical Associate) - Designing and Deploying Cloud Solutions	
111.	HP ATA - Designing and Deploying Connected Device Solutions	
112.	HP ATA - Designing and Deploying Network Solutions	
113.	HP ATA - Designing and Deploying Server and Storage Solutions	
114.	I-CAR - Aluminum Structural Technician, Level 1	
115.	I-CAR - Auto Physical Damage Appraiser, Level 1	
116.	I-CAR - Custom Painting	
117.	I-CAR - Electrical/Mechanical Technician, Level 1	
118.	I-CAR - Estimator, Level 1	
119.	I-CAR - Non-Structural Technician, Level 1	
120.	I-CAR - Refinishing Technician, Level 1	
121.	I-CAR - Steel Structural Technician, Level 1	
122.	Internet and Computing Core Certification (IC3)	
123.	ISCET (International Society of Certified Electronics Technicians) - Associate-Level Certified Electronics Technicians (CET)	
124.	ISCET - Electronic System Associate	
125.	Licensed Vocational Nurse (LVN) (Texas Board of Nursing)	
126.	Mastercam Certification	
127.	Medical Assistant, Certified (CMA)	
128.	Medical Coding Certification/Certified Coding Associate	
129.	Microsoft Office Specialist (MOS) - Access	
130.	Microsoft Office Specialist (MOS) - Excel	
131.	Microsoft Office Specialist (MOS) - Excel Expert	

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned (continued)

Enter the number of CTE concentrators (code 2 coherent sequence students) who earned each certification or licensure. The students may be duplicated.

132.	Microsoft Office Specialist (MOS) – Master	
133.	Microsoft Office Specialist (MOS) - PowerPoint	
134.	Microsoft Office Specialist (MOS) - SharePoint	
135.	Microsoft Office Specialist (MOS) - Word	
136.	Microsoft Technology Associate (MTA) - Windows Operating System Fundamentals	
137.	Microsoft Technology Associate (MTA) - Windows Server Administration Fundamentals	
138.	Microsoft Technology Associate (MTA) - Networking Fundamentals	
139.	Microsoft Technology Associate (MTA) - Security Fundamentals	
140.	Microsoft Technology Associate (MTA) - HTML5 App Development Fundamentals	
141.	MSSC (Manufacturing Skills Standards Council) - Certified Logistics Technician	
142.	MSSC Certified Production Technician (CPT)	
143.	NA3SA - National Automotive Student Skills Standards Assessment	
144.	National Restaurant Association (NRA) - ProStart® National Certificate of Achievement	
145.	NCCER (National Center for Construction Education and Research) - Carpentry Fundamentals, Level One	
146.	NCCER - Carpentry Fundamentals, Level Two	
147.	NCCER - Construction Technology	
148.	NCCER - Core Level I	
149.	NCCER - Electrical, Level One	
150.	NCCER - Electrical, Level Two	
151.	NCCER - Electronic Systems Technician, Level One	
152.	NCCER - HVAC, Level One	
153.	NCCER - Industrial Maintenance Mechanic, Level One	
154.	NCCER - Instrumentation, Level One	
155.	NCCER - Masonry, Level One	
156.	NCCER - Millwright, Level One	
157.	NCCER - Painting/Commercial and Residential, Level One	
158.	NCCER - Pipefitting, Level One	
159.	NCCER - Pipefitting, Level Two	
160.	NCCER - Plumbing, Level One	
161.	NCCER - Sheet Metal, Level One	
162.	NCCER - Weatherization, Level One	
163.	NCCER - Welding, Level One	
164.	NCCER - Welding, Level Two	
165.	NetWare 6 Certified Novell Administrator (CNA)	

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Part 5: CTE Concentrator (Code 2) Certifications or Licensures Earned (continued)

Enter the number of CTE concentrators (code 2 coherent sequence students) who earned each certification or licensure. The students may be duplicated.

166.	NIMS (National Institute for Metal Working Skills) - Certification, Level 1	
167.	Office Proficiency Assessment Certification (OPAC) (Keyboarding/data-entry, Computer applications, Clerical, Microsoft Office applications, Customer Service)	
168.	Oracle Certified Associate JAVA SE Programmer	
169.	Oracle Certified Database Associate	
170.	Pharmacy Technician, Certified (CPHT)	
171.	Phlebotomy Technician, Certified (CPT)	
172.	Private Pesticide Applicator (Texas Dept of Agriculture)	
173.	QuickBooks Certified User	
174.	Sterile Processing and Distribution Technician	
175.	Structure Fire Protection Certification, Basic (Texas Commission on Fire Protection)	
176.	Sun Certified Java Associate (SCJA)	
177.	Texas Beef Quality Assurance (Texas Beef Council, Texas and SW Cattle Raisers Assoc AND Texas Agrilife Extension)	
178.	Texas Private Security Level II (Texas Dept of Public Safety)	
179.	The Travel Institute - Travel Agent Proficiency (TAP)	
180.	Veterinary Assistant, Certified (Texas Veterinary Medical Association)	
181.	Wastewater Collections, Class 1 (Texas Commission on Environmental Quality)	
182.	Water Operators, Class D (Texas Commission on Environmental Quality)	
183.	World Organization of Webmasters (WOW) - Certified Apprentice Webmaster (CAW)	
184.	WOW - Certified Web Designer (CWDSA)	

Total	Total Licensures and Certifications	
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Other CTE Concentrator (Code 2) Certifications or Licensures Earned

Identify additional end of program industry recognized certification or licensure exams earned by code 2 coherent sequence students. Include the official name of the exam and the name of the organization or entity that provides or owns the exam. These exams will not be included in the total reported to the USDE for this reporting cycle, but will be considered for inclusion in future reporting cycles.

185.	e	Certification or Licensure Exam:	
		Exam Provider:	

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Part 6: CTE Concentrator (Code 2) Certification or Licensure Assessments Taken

Enter the number of CTE Concentrators (Code 2 coherent sequence students) who TOOK a state or industry recognized certification or licensure end of program technical skill assessment listed in Part 5 above. This number should include only assessments listed in Part 5 above. Other certifications added in Part 5 beginning with line 185 should not be included. This will be the denominator for the technical skill assessment (2S1) performance measure.

Unduplicated Student Counts for Gender and Ethnicity (Count a student only once in the gender and ethnicity categories.)

Students By Gender		Number
1.	Male	
2.	Female	


Total		
	Total Students By Gender	

Students By Ethnicity		Number
3.	American Indian or Alaska Native	
4.	Asian	
5.	Black/African American	
6.	Hispanic/Latino	
7.	Native Hawaiian/Other Pacific Islander	
8.	White	
9.	Two or More Races	

Total		
	Total Students By Ethnicity	

Students by Subpopulation (Students may be counted in more than one subpopulation.)		Number
Individuals with Disabilities (ADA)		
10.	Disability Status (ESEA/IDEA)	
11.	Economically Disadvantaged	
12.	Single Parents	
13.	Displaced Homemakers	
14.	Limited English Proficient	
15.	Migrant Status	
16.	Nontraditional Enrollees	

Total		
	Total Students by Subpopulation	

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Part 7: CTE Concentrator (Code 2) Certification or Licensure Assessments Passed

Enter the number of CTE Concentrators (Code 2 coherent sequence students) who PASSED a state or industry recognized certification or licensure end of program technical skill assessment listed in Part 5 above. This number should include only assessments listed in Part 5 above. Other certifications added in Part 5 beginning with line 185 should not be included. This will be the numerator for the technical skill assessment (2S1) performance measure.

Unduplicated Student Counts for Gender and Ethnicity (Count a student only once in the gender and ethnicity categories.)

Students By Gender Number

1.	Male	
2.	Female	

Total

	Total Students By Gender	
--	--------------------------	--

Students By Ethnicity Number

3.	American Indian or Alaska Native	
4.	Asian	
5.	Black/African American	
6.	Hispanic/Latino	
7.	Native Hawaiian/Other Pacific Islander	
8.	White	
9.	Two or More Races	

Total


	Total Students By Ethnicity	
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Students by Subpopulation (Students may be counted in more than one subpopulation.) Number

Individuals with Disabilities (ADA)		
10.	Disability Status (ESEA/IDEA)	
11.	Economically Disadvantaged	
12.	Single Parents	
13.	Displaced Homemakers	
14.	Limited English Proficient	
15.	Migrant Status	
16.	Nontraditional Enrollees	

Total

	Total Students by Subpopulation	
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Report Status:		FORMULA		Report ID:	
		Organization:	County District:		
SAS#: PERKAA18		Campus/Site:	ESC Region:		
Vendor ID:		School Year: 2017-2018			
2017-2018 Title I, Part C Carl D Perkins Career and Technical Education Act Grant Application					
ER3010					
ER3010 Perkins Program Effectiveness Report					
				Amendment #	Version #
Part 8: Certification and Incorporation					
Certification and Incorporation Statement					
I hereby certify that the information contained in this report is, to the best of my knowledge, correct and that the local education agency named above has authorized me as its representative to submit this data. I further certify that reported program activities were conducted in accordance with all applicable Federal and State laws and regulations, application guidelines and instructions, the Provisions and Assurances, Debarment and Suspension, Lobbying Requirements, Special Provisions and Assurances, and the schedules of the approved application for funding.					
Authorized Official					
First Name 30 of 30		Initial	Last Name 30 of 30		Title 40 of 40
Telephone	Ext.	Fax	E-Mail 60 of 60		Confirm E-Mail 60 of 60
Submitter Information					
First Name		Last Name		Approval ID	Submit Date and Time
Only the legally responsible party may submit this report.					Certify and Submit

SAMPLE