



NOVEMBER 2017 CANDIDATE ACADEMY PART 1 - SEEKING CANDIDACY
November 8 - 10, 2017
Schedule of Workshops*

TUESDAY, November 7		
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4:00 – 6:00 pm	EARLY REGISTRATION	
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WEDNESDAY, November 8		
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7:30 - 8:30 am	REGISTRATION	
7:30 – 8:30 am	Continental Breakfast	
8:30 – 9:30 am	COE First General Session	
9:30 – 10:00 am	Beverage Break	
10:00 – 11:00 am	<p style="text-align: center;">COE 101</p> <p>This one-hour session provides an overview of the Council and its accreditation processes.</p> <p style="text-align: center;">Dr. Gary Puckett, Council on Occupational Education</p>	
11:00 am – 12:00 noon	<p style="text-align: center;">Determining Eligibility for Candidacy</p> <p>This session reviews the eligibility requirements for becoming a candidate for accreditation with the Council.</p> <p style="text-align: center;">Dr. Alex Wittig, Council on Occupational Education</p>	
12:00 - 1:30 pm	Lunch (on your own)	
1:30 – 5:00 pm	<p style="text-align: center;">Completing the Candidate Application</p> <p>This session reviews the candidate application, its required documentation and where to find information and forms on the COE website.</p> <p style="text-align: center;">Dr. Alex Wittig, Council on Occupational Education</p>	
3:00 – 3:30 pm	Beverage Break	
6:30 – 8:00 pm	COE Reception	

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

THURSDAY, November 9		
7:30 - 8:30 am	Continental Breakfast	
8:30 – 9:30 am	COE Second General Session	
10:00 am – 12:00 noon	<p>Preparing for the Candidate Visit</p> <p>Each prospective candidate institution must host a two-day candidate visit by a team of two representatives of the COE Commission. This workshop reviews the planning and on-site activities that are required for this visit.</p> <p>Barbara Ison, Hazard Technical School (Retired), KY</p>	
12:00 - 1:30 pm	Lunch (on your own)	
1:30 – 3:00 pm	<p>Introduction to the COE Annual Report</p> <p>This session provides an overview of the COE annual report and the reporting of Completion, Placement and Licensure Data.</p> <p>Kay Smarr, Council on Occupational Education</p>	

FRIDAY, November 10		
7:30 - 8:30 am	Continental Breakfast	
8:30 – 10:00 am	<p>COE Third General Session</p> <p>Speaker: Dr. Gary Puckett, COE Executive Director</p>	
10:00 - 10:30 am	Beverage Break	
10:30 – 12 noon	<p>The Next Steps to Accreditation</p> <p>This session reviews the Council's accreditation process and previews the activities in Candidate Academy Part 2.</p> <p>Dr. Alex Wittig, Council on Occupational Education</p>	

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