

NKY Essential Skills Certificate

Demonstrating Life Readiness

Student's Name: _____

Student's Email: _____

In order to receive the NKY Essential Skills Certificate, students must:

- ☐ Earn at least 18 points (of the possible 22 points) for the standards below.
- ☐ Turn in a copy of your resume with this application.

**To be completed by a
school administrator:**

- ☐ All items completed,
received, and verified

_____ Total Number
of Points Earned

Signature: _____

1) Demonstrate reliability through self-control and ethical behavior

- 1 point No more than one discipline referral during the current school year
- 2 points No discipline referrals during the current school year

2) Demonstrate reliability, motivation, and professionalism through daily attendance

- 1 point Student has maintained an attendance rate of 94% for the current school year
- 2 points Student has maintained an attendance rate of 97% for the current school year
- 3 points Student has maintained an attendance rate of 100% for the current school year

3) Demonstrate ability to work well with others by communicating, cooperating, and collaborating with others through networking

- 1 point Student has completed a minimum of 6 hours of community service or held membership on a minimum of one extra-curricular activity during this school year (documentation required)
- 2 points Student has completed a minimum of 12 hours of community service or held membership on a minimum of two extra-curricular activities during this school year (documentation required)

4) Demonstrate knowledge through the mastery of concepts in various content areas

- 1 point Student has an overall grade point average equivalent to a C
- 2 points Student has an overall grade point average equivalent to a B
- 3 points Student has an overall grade point average equivalent to an A

5) Demonstrate knowledge through the mastery of concepts in various academic or career areas

- 1 point Student has met the standard for Academic OR Career Readiness
- 2 points Student has met the standard for Academic AND Career Readiness

Students need to earn a minimum of 8 points on this page in order to pursue eligibility

For the Standards 6-10, signatures from two current classroom teachers and/or co-op/work experience supervisors are required, indicating whether or not a student *Always*, *Often*, or *Seldom* meets this standard. Students, provide the names of the two current teachers/supervisors you would like to complete this page. The school office will have them complete this form for you.

Teacher/Supervisor 1: _____

Teacher/Supervisor 2: _____

Two *Always* in one standard earns 2 points. A combination of *Always* and *Often* earns 1 point. Any standard that has at least one *Seldom* earns 0 points.

6) Demonstrate organization, adaptability, and diligence through strong personal management, time management, and flexibility

<u>Signature</u>	<u>Circle One</u>		
1 _____	Always	Often	Seldom
2 _____	Always	Often	Seldom

7) Demonstrate diligence, reliability, initiative, and perseverance through classroom work ethic, assignment completion, and problem solving.

<u>Signature</u>	<u>Circle One</u>		
1 _____	Always	Often	Seldom
2 _____	Always	Often	Seldom

8) Demonstrate respect, enthusiasm, and a positive attitude through behavior, manners, and effective communication skills.

<u>Signature</u>	<u>Circle One</u>		
1 _____	Always	Often	Seldom
2 _____	Always	Often	Seldom

9) Demonstrate professionalism through high quality work standards, honesty, and integrity.

<u>Signature</u>	<u>Circle One</u>		
1 _____	Always	Often	Seldom
2 _____	Always	Often	Seldom

10) Demonstrate effective teamwork skills through their work with other students, teachers, and administrators.

<u>Signature</u>	<u>Circle One</u>		
1 _____	Always	Often	Seldom
2 _____	Always	Often	Seldom