

STUDENT INFORMATION:

FIRST NAME:

SCHOOL:

LAST NAME:

DISTRICT:

STEP 1 - READ THE APPLICATION INSTRUCTIONS

- Read through **ALL** the instructions and requirements for Seal process on the website before starting at www.stancoe.org/seal
- Everything on this checklist must be completed by each deadline to earn the Stanislaus State Seal of Biliteracy.

STEP 2 – MAKE SURE YOU MEET THE REQUIREMENTS. TO APPLY YOU MUST:

- be a senior at a participating high school,
- have a minimum 2.0 cumulative GPA in English Language Arts,
- score a minimum score of 4 on the ELPAC, if applicable,
- take and earn a minimum score of 2583 on the CAASPP test,
- have a minimum, cumulative 3.0 GPA in the target language if it is offered at the site,
- provide a **personal email address** with which to apply (not a school or iCloud account), and
- submit a signed and complete 2-page Seal Application & Permission Slip by 10 AM on January 25th to your site contact.

STEP 3 - PREPARE AND TURN YOUR APPLICATION INTO YOUR SCHOOL CONTACT BY JANUARY 25, 2023, AT 10 AM

- Download the *Application & Permission Slip* from the “Resources” page of the Seal website
- Check each of the item below off as they are completed
 - I read the instructions on the website, forms, and understand my responsibilities in earning the Seal.
 - I proofread the forms to make sure everything is accurate.
 - I did not to use all capitals or lower-case letters on the forms
 - I provided my school contact with any requested information promptly
 - The form is complete, has all three signatures, and is legible (use blue or black in if printing).
 - I provided **my personal email address (not a school or iCloud account)**.
 - I returned the completed and signed *Application & Permission slip* to my site contact by 10 AM on January 25th.

STEP 4 - THE SEAL PROCESS

- I must:**
 - respond to the welcome email asking for email confirmation from Elvira Ruiz at er Ruiz@stancoe.org / (209) 238-1301
 - register for Remind when invited by Elvira Ruiz at er Ruiz@stancoe.org / (209) 238-1301
 - respond to messages, emails, and/or calls requesting information
- If required, I must:**
 - submit an on-demand writing sample in the target language(s) between Jan 17-19, '23 (cannot be rescheduled)
 - interview in both English and the target language, if required to do so
- If required to interview on March 11, 2023**
 - I will be given an appointed date and time
 - I will not schedule anything else on the same day as interviews cannot be rescheduled
 - I will follow the instructions received by email
 - I will interview in English and the target language(s)
 - I can find additional information about the interview on the Seal website
 - I should review the interview handbook, the rubric, and practice since interviews cannot be redone
 - I will receive my scores by email 1-1.5 weeks after the interview window closes

STEP 5 - IF YOU EARN THE SEAL OF BILITERACY

- respond immediately to all program requests for information, even after completion and follow the instructions to receive the award