



## Schools and Districts Applying for Recertification

***(Note: Please apply for recertification in the beginning of the 5th year of your National designation to prevent a lapse in status. For example: 2017 NSOCs would apply in the fall of 2021 for certification in 2022.)***

Thank you for your continued commitment to comprehensive character development work and the School of Character process!

The recertification process is meant to:

- Ensure National Schools and Districts of Character continue using the *11 Principles Framework* as the foundation for their character development work.
- Ensure National Schools and Districts of Character serve as role models and mentors for other schools and are engaged in other forms of outreach (e.g., becoming certified evaluators; promoting the School of Character process with colleagues, state legislators, state education organizations, community organizations and businesses).
- Keep National Schools and Districts of Character connected to Character.org's national and international professional learning community focused on the field of character development.

As you prepare for the recertification process, please remember we have your past application(s) and reports for reviewers to reference. All applications (schools and districts) will be evaluated first at the state level.

Please focus your current application on:

- What you've learned (what's worked, what you've changed).
- How you've addressed feedback from your previous report(s).
- How your initiative has grown and how you've overcome challenges.
- How you've strengthened your work and your successes.
- Evidence that shows your initiative is working.
- Your outreach efforts.
- The impact of your work on students, staff, parents, and the broader community.

**Be sure to include specific examples of your outreach efforts and 5 years of data.** *If you do not have 5 years of data, make sure you provide clear and compelling evidence that shows your initiative is working.*

**Additional information for DISTRICTS applying for recertification:**

- National District of Character applicants must have 51% or more of their individual schools designated as State or National Schools of Character with proportional representation from elementary and secondary schools. (Percentage includes individual schools applying for certification in the same year as the district application)
- If the district has only one high school, that high school should have State or National School of Character status.
- The district should provide a list of all schools, the year(s) of recognition for each certified school, and evidence that shows non-certified schools are making progress toward their own School of Character certification.
- At least one school or district administrator should complete an *11 Principles* self-assessment for each non-certified school.

District applicants should also include:

- Evidence that shows how the district is supporting the vision of building a culture of character district-wide.
- Evidence of leadership engagement across the district.
- Evidence that character development work is embedded in district strategic planning.
- Evidence that resources are dedicated district-wide (monetary and human).
- Evidence of district-wide training, assessment and data collection.
- Evidence of outreach to other school districts and the community.

If you have any questions please contact Lori Soifer, Character.org's Director of Schools at [lori@character.org](mailto:lori@character.org).