

COLLEGE, CAREER & TECHNOLOGY ACADEMY TOOLKIT

OCTOBER 2013

Jobs for the Future presents the College, Career & Technology Academy Toolkit, a resource for practitioners seeking to prepare off-track, out-of-school youth for postsecondary success. Located in the Pharr-San Juan-Alamo Independent School District, Texas, CCTA is a dropout recovery school where young people experience themselves as college students rather than high school dropouts.

TO ACCESS THE TOOLKIT, VISIT [HTTP://CCTA-PSJA.JFF.ORG](http://CCTA-PSJA.JFF.ORG)

The strategies and lessons in this toolkit were compiled by Jobs for the Future through visits and interviews over a period of two years. JFF created this collection of materials to help practitioners in other school districts as they consider how to prepare off-track and out-of-school youth for college and help them transition to postsecondary education and earn career credentials.

Each section of the toolkit describes how CCTA approached a specific aspect of planning and implementing the Back on Track Though College design. Read the pages describing key strategies, then consult the resources at the right for sample documents from CCTA, such as college partnership agreements, course syllabi, and information for parents about college. And explore the special reports, which take a closer look at important aspects of CCTA's program.

TOOLKIT INCLUDES:

- > What is PSJA's College, Career & Technology Academy Model?
- > How do we identify and recruit eligible students?
- > How do we help students develop college-ready academic skills and at the same time address their skills gaps?
- > How do we make and maintain a college connection for our students?
- > How do we know if our community would benefit from the CCTA model?
- > What intake process will best support new students?
- > How do we set up a school or program so that students are most likely to attend and persist?
- > How do we finance the CCTA model?

Jobs for the Future works with our partners to design and drive the adoption of education and career pathways leading from college readiness to career advancement for those struggling to succeed in today's economy.



JOBS FOR THE FUTURE

TEL 617.728.4446 FAX 617.728.4857 info@jff.org

88 Broad Street, 8th Floor, Boston, MA 02110
122 C Street, NW, Suite 650, Washington, DC 20001

WWW.JFF.ORG

