A separate AO-K Application form should be completed and approved for each AO-K Pathway. Please direct any questions to:

April Henry, Director for Workforce Development, [ahenry@ksbor.org](mailto:ahenry@ksbor.org), (785) 430-4276

Chris Lemon, Senior Associate Director for Adult Education, [clemon@ksbor.org](mailto:clemon@ksbor.org), (785) 430-4283

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| **1.** **Institutional Information** | | | |
| \*College Name (FICE #): |  | \*\*ABE Center Name (ABE #): |  |
| College Address: |  | ABE Center Address: |  |
| AO-K Coordinator:  Name, Title  Phone, E-mail |  | List all current approved AO-K Pathways: |  |

*\*If you are unsure what the FICE # is, please contact the person responsible for data at the institution.*

*\*\*If you are unsure what the ABE Center # is, please contact the person responsible for data at the institution.*

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| **2. New AO-K Program Information** | | | | | | | | | | | | | |
| Proposed Pathway Name: |  | | | | \*\*Proposed Pathway CIP Code: | | | |  | | | | |
| Proposed Start Date: |  | | | | KHEDS Program Code: | | | |  | | | | |
| \*Award Level: | *SAPP, Cert A, Cert B, Cert C, or AAS* | | | | Credit Hours: | | | |  | | | | |
| Third-party credential(s) obtained through this pathway: |  | | | | College credentials obtained through this pathway: | | | |  | | | | |
| Using the KS Labor Data, <https://klic.dol.ks.gov/vosnet/Default.aspx>, find the KS labor data for each occupation the student may gain from this AO-K program. | | | | | | | | | | | | | |
| Occupation Title | | | | | \*\*\*Long-term Demand: (Total Percentage Change) | | | | Median Wage | | |  | |
|  | | | | |  | | | |  | | |  | |
| *\*Award Levels: SAPP 1-15 credit hours. Cert A 16-29 credit hours. Cert B 30-44 credit hours. Cert C 45-59 credit hours. AAS 60-68 credit hours.*  *\*\*If you are unsure of the CIP code or KHEDS program code, please contact the person responsible for data at the institution.*  *\*\*\*Long-term Demand will be found on Employment Outlook page the Kansas Labor Information website:* [*https://klic.dol.ks.gov/vosnet/Default.aspx*](https://klic.dol.ks.gov/vosnet/Default.aspx)*.* | | | | | | | | | | | | | |
| 1. **Required Courses in the AO-K Pathway -** Add rows if more are needed. Add semester blocks if needed. | | | | | | | | | | | | | |
| **Semester 1** | | | | | | | | | | | | | |
| Course Name | | Course Number | Course Type\* | Instructional Delivery\*\* | | Pre-requisites | Gateway Course? (Y/N)\*\*\* | Course Length  (in weeks) | | Hours of Instruction per Week | Credits/  Credit Hours Earned | | % course is co-instructed |
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| **Semester 2** | | | | | | | | | |
| Course Name | Course Number | Course Type\* | Instructional Delivery\*\* | Pre-requisites | Gateway Course? (Y/N)\*\*\* | Course Length  (in weeks) | Hours of Instruction per Week | Credits/  Credit Hours Earned | % course is co-instructed |
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*\*Course Type: BS=Basic Skills, CT=Career/Technical, IN=Integrated/Blended, CL=Clinical, WB=Work-based Learning/Internship, AC=Academic, CR=College Readiness, CE=Career Exploration*

*\*\*Instructional Delivery: C=Classroom, DL=Distance Learning, H=Hybrid (Class + DL), IV= Interactive Video/Media, O= Other (If other, please specify)*

*\*\*\*Gateway Course: Indicate (Yes or No) whether the course qualifies as a general education course.*

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| **4. Pathway Entrance Criteria** | | | |
| **a. Skill Level -- National Reporting System (NRS)/Grade Level** | | | |
| Lowest Level Required | Highest Level Accepted | | |
|  |  | | |
| **b. Assessment Score -- Name of Assessment/Pre-Test Used at Entry to Pathway**  **(TABE)** | Minimum Score Required for Entrance into Pathway  (Note single or multiple test areas as applicable to the Pathway.) | | |
| Math | Reading | Writing |
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| **5. Support Services Offered Through This Pathway** | | | | |
| **Support Service** | **Check (✓) if this service is offered to students in this pathway.** | **Check (✓) if this service is different from those offered to regular adult basic education students at your college.** | **Check (✓) if this service is provided by the college directly not through referral to an outside agency.** | **Type of Agency\* Providing Service if Offered Through Referral** |
| Case management |  |  |  |  |
| Transportation assistance |  |  |  |  |
| Childcare |  |  |  |  |
| Tutoring or other academic support |  |  |  |  |
| Financial aid |  |  |  |  |
| Financial aid advising and application support |  |  |  |  |
| College navigation support |  |  |  |  |
| Career planning |  |  |  |  |
| Job search assistance and job placement activities |  |  |  |  |
| Veterans Services |  |  |  |  |
| Other – please list |  |  |  |  |
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*\*Type of agency may include: career center, social service agency, community-based organization, etc.*

**Please share additional notes regarding the offering and provision of support services for your pathway:**

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