
From: Costin, Loretta
Sent: Wednesday, August 17, 2011 4:52 PM
Subject: Open Submission Period – Career and Professional Education Act [CAPE] Certifications for 2012-13

Importance: High

Statewide E-mail to: District Career and Technical Education Directors

Colleagues:

The following information regarding the submission period for Career and Professional Education Act (CAPE) Certifications has been posted to the Workforce Florida, Inc., website and sent to the Regional Workforce Boards and Banner Centers.

Please see below for full details.

Thank you.

Loretta

Loretta Costin
Chancellor
Division of Career and Adult Education
Florida Department of Education
325 West Gaines Street, Suite 734
Tallahassee, Florida 32399-0400
Telephone: (850) 245-9463
FAX: (850) 245-9065
www.fldoe.org/workforce

=====

**SUBMISSION PERIOD FOR CONSIDERATION OF 2012-2013 CAREER AND PROFESSIONAL EDUCATION ACT [CAPE] ACT
CERTIFICATIONS
Is Now OPEN THROUGH SEPTMEBER 30, 2011!**

Requests for additions to the state's 2012-13 "Comprehensive Industry Certification List" for the CAPE Act are now being accepted through **September 30, 2011**. Requests received after this date will not be accepted.

To view the approved certifications that are currently on the approved "Comprehensive Industry Certification List", click on the following link. <http://www.workforceflorida.com/PrioritiesInitiatives/EducationalInitiatives/cape/CAPE2011-2012FinalRev7-6-11.pdf>

We are using ADOBE and links to the submission guidelines, timetable and submission form are as follows:

Link to the guidelines:

[http://www.workforceflorida.com/PrioritiesInitiatives/EducationalInitiatives/cape/CAPE ACT CERTIFICATION SUBMISSION GUIDELINES-TIMELINE 2012-2013.pdf](http://www.workforceflorida.com/PrioritiesInitiatives/EducationalInitiatives/cape/CAPE_ACT_CERTIFICATION_SUBMISSION_GUIDELINES-TIMELINE_2012-2013.pdf)

Link to the form: <http://goo.gl/yoC2l>.

Once you have completed the form, make a copy for your files and one to send to Workforce Florida. (Please see guidelines for detailed instructions). Transmit the form by selecting the “Submit Form” button in the upper right hand corner of the form.

Should you have difficulty with the above process, please contact: Jayne Burgess (jburgess@workforceflorida.com) – telephone: (850) 921-1119.
