

# Tennessee Promoted Student Industry Credentials

## FAQ – Submissions Process Guidelines

### 1. **What are the three tiers and what do they mean?**

Not all industry credentials have the same level of recognition or value in Tennessee, and credential usage can also vary widely depending on industry or postsecondary partner preference. In 2019-20, multiple Tennessee state agencies worked together to align the process and create common criteria to recognize industry credentials and credentials across Tennessee's education and workforce systems.

The three tiers are used to differentiate student industry credentials as either **Recognized, Valued, or Preferred**. Industry credentials on the list at Tier 1 (Recognized) are the lowest-value credentials. While valuable, employers and industry value these credentials least of the credentials on the list. Industry credentials on the list at Tier 2 (Valued) are the middle-value credentials. Employers and industry value these credentials for the specific skills and knowledge they represent. Industry credentials on the list at Tier 3 (Preferred) are the highest-value credentials. These include credentials that indicate completion of a program or required licenses for employment in certain industries.

### 2. **What do the tiers impact?**

Currently, one potential pathway for students to attain *Ready Graduate* status is through a combination of promoted student industry credentials and early postsecondary opportunities. The tier of the industry credential does not change the value toward *Ready Graduate* status. More information on *Ready Graduate* is available [here](#).

### 3. **Who can submit an industry credential to be reviewed for the Tennessee Promoted Student Industry Credential list?**

District administrators, principals, career and technical education (CTE) directors, teachers, students, vendors, industry representatives, postsecondary partners, and the general public, at large, may submit an industry credential to be reviewed for the Tennessee Promoted Student Industry Credential list.

### 4. **Can I submit more than one credential?**

There is a limit of five (5) submissions for each organization that can be submitted for review.

### 5. **What is the deadline to submit a credential to be added to the Tennessee Promoted Student Industry Credential list?**

The deadline to submit a Student Industry Credential for review each year is the end of July. After this date, submissions will not be reviewed until the following year.

### 6. **What are the minimum criteria a credential must meet to be considered for approval as a Tennessee Promoted Student Industry Credential?**

To be considered for approval as a Tennessee Promoted Student Industry Credential, the credential must be aligned to at least one Tennessee Department of Education (department) approved program of

study. Student attainment data for this credential must also be documented in the form of a certificate, credential, or badge. A student must be able to earn the credential before graduating from high school.

**7. *What other criteria are considered when a credential is evaluated? (this is not an inclusive list)***

Credentials must be industry-recognized and have been used by employers for at least one year. Credentials should prepare students for high-skill, high-wage, and/or in-demand occupations. The credential should be recognized by employers statewide or at the national level. The application is designed to answer all questions that are used on the rubric to evaluate the submission.

**8. *How do I know if the credential is aligned to a program of study?***

Click [here](#) to see all current department-approved CTE Career Clusters, Programs of Study, and standards.

**9. *How do I know if a job or occupation is considered in demand?***

Click [here](#) to access information from the Tennessee Department of Labor and Workforce Development on in-demand occupations in Tennessee.

**10. *Will credentials be added to the Tennessee Promoted Student Industry Credential list each year?***

Yes, submissions that are approved will be added to the [promoted list](#) for the following school year.

**11. *If a credential is approved, how long will it remain on the Tennessee Promoted Student Industry Credential list?***

Credentials remain on the Tennessee Promoted Student Industry Credential list until something changes with the credential to cause it to be re-evaluated. Credentials not attempted or earned by any student in the state for a period of five years will be removed from the list.

**12. *When will we know if the credential has been approved to be added to the list?***

All submitted credentials will be reviewed once the submission window closes in July. Approved Student Industry Credentials will be published annually at the CTE Director meeting in the Fall.

**13. *Is there an appeals process for credentials that are not approved or removed from the Tennessee Promoted Student Industry Credential list?***

No. There will not be an appeals process for credentials that are not approved or removed from the Tennessee Promoted Student Industry Credential list. However, you may resubmit the credential for re-evaluation and review in the next review cycle.

**14. *The application for a credential to be added to the list appears to be lengthy. Do you really need this information and documentation?***

Yes. Relevant documentation is necessary to make informed decisions on what is best for Tennessee students.

**15. *What if I cannot submit all required documentation by the deadline?***

If all documentation cannot be uploaded with your submission by the end of July deadline, the credential will not be reviewed.

**16. *Where can I get more information?***

Email [John.Mummert@tn.gov](mailto:John.Mummert@tn.gov) or [Stephanie.Kelly@tn.gov](mailto:Stephanie.Kelly@tn.gov) for information.