

## **Project Lead The Way Program Application Instructions**

### **Application for Approval of Career Education Programs**

All new Project Lead The Way (PLTW) Engineering, Computer Science, and Biomedical Science **programs** for grades 9-12 must apply for approval through The Department of Elementary and Secondary Education (DESE) between September 1 through May 1 for the following school year. Application approval is required for only PLTW Programs, not individual courses.

Program approval will be granted when the district:

- Submits completed, signed application
- Completes written PLTW Agreement
- Assures teachers successfully complete PLTW training for appropriate courses
- Offers at least one PLTW course to start program/strand with assurance to provide three PLTW courses in a sequence

#### Program Approval Process

1. Complete Application for Approval of Career Education Programs Secondary/Adult with required sections as described below:  
[https://dese.mo.gov/sites/default/files/dac\\_forms/MO5002457.pdf](https://dese.mo.gov/sites/default/files/dac_forms/MO5002457.pdf)
  - Complete all information on page 1.
    - Review Assurance statements and sign, indicating compliance.
  - Complete page 2; items 1, 2 and 6 with appropriate responses and documentation.
2. Include copy of PLTW Signed Agreement authorizing program.
3. Submit to:
  - a. Engineering and Computer Science applications to Tom Schlimpert, Director of Engineering and Technology, at [tom.schlimpert@dese.mo.gov](mailto:tom.schlimpert@dese.mo.gov) (573) 751-7764
  - b. Biomedical Science applications to Shelly Wehmeyer, Director of Health Sciences, at [Shelly.wehmeyer@dese.mo.gov](mailto:Shelly.wehmeyer@dese.mo.gov) (573) 751-3407

#### PLTW Course(s) Expansion

Once programs are approved, additional PLTW courses will be added to the district's [Approved Course List](#) without application for approval through DESE upon verification of teacher training from national PLTW.