



Schools and Districts Applying for Recertification

Please make sure you have a copy of the new 11 Principles Guidebook.

Apply for recertification in the beginning of the 5th year of your National designation to prevent a lapse in status. For example: 2020 NSOCs would apply in the fall of 2024 for certification in 2025.

Thank you for your continued commitment to comprehensive character development work and the School of Character process! Character.org works to keep National Schools and Districts of Character connected to its national and international professional learning community focused on the field of character development.

The recertification process is meant to ensure National Schools and Districts of Character continue using the *11 Principles Framework* as the foundation for their character development work, and are continuing to grow and strengthen their character initiative.

As you prepare for the recertification process, please remember we have your past application(s) and reports for reviewers to reference. *Please note: There has been an update to the 11 Principles guidebook. Make sure you have at least one copy of the new 11 Principles guidebook on hand for your team to reference.*

All schools and districts applying for recertification will complete and submit a new School of Character Application. Your application will be reviewed first at the state level, and with the same rigor as newly applying schools. If you receive state recertification you will be eligible for national recertification.

In your recertification application, be sure to include information in your narratives and artifacts that show:

- What you've learned (what's worked, what you've changed).
- How you've addressed feedback from your previous report(s).
- How your initiative has grown and how you've overcome challenges.
- How you've strengthened your work and your successes.
- Evidence that shows your initiative is working.

If you do not have 5 years of data, make sure you provide clear and compelling evidence that shows your initiative is working.

- Specific examples of your outreach efforts (members of your team trained as state evaluators, mentoring other schools on their character journey)
- The impact of your work on students, staff, parents, and the broader community.

Information for Districts Applying for Recertification:

- National District of Character applicants must have 51% or more of their individual schools designated as State or National Schools of Character with proportional representation from elementary and secondary schools. (*Percentage includes individual schools applying for certification in the same year as the district application*)
- If the district has only one high school, that high school should have State or National School of Character status.
- The district should provide a list of all schools, the year(s) of recognition for each certified school, and evidence that shows non-certified schools are making progress toward their own School of Character certification.
- At least one school or district administrator should complete an *11 Principles self-assessment* for each non-certified school.

District applicants should also include:

- Evidence that shows how the district is supporting the vision of building a culture of character district-wide.
- Evidence of leadership engagement across the district.
- Evidence that character development work is embedded in district strategic planning.
- Evidence that resources are dedicated district-wide (monetary and human).
- Evidence of district-wide training, assessment and data collection.
- Evidence of outreach to other school districts and the community.

Additional Information

All applicants can download the Guide: *Applying to Become a National School of Character* from our website which includes important due dates and more information about the application and review process. The scoring guide, self-assessment tool, and a PDF of the application can also be downloaded from our website for reference. *Please note: the PDF is for reference only; schools and districts must complete the application online via the Character.org website.*

Schools and Districts need a score of 3.3 or higher to be recertified at the state level and a score of 3.3 or higher (with no 2's anywhere on the national scoresheet) to be recertified at the national level.

If you have any questions or feel you need more time before recertifying, please contact Lori Soifer, Character.org's Director of Schools at lori@character.org.