

Fast Track Evidence Checklist

2026-2027



ACADEMY NAME:

DATE:

Evidence Checklist Overview

Helps academy teams prepare for the Fast Track Assessment by identifying strategic actions that require documentation, organizing evidence with NAF provided templates, and streamlining the upload process.

The completed documentation serves as the academy's design plan for a successful Launch Year.

Evidence Collection & Upload

Use the checklist to gather, organize, and upload evidence that demonstrates progress and readiness for graduation.

1. **Track progress:** Mark the status of each strategic action to monitor progress on the Academy Design Plan.
2. **Prepare evidence:** Download and complete NAF-provided evidence templates and gather supporting documentation.
3. **Upload evidence:** Upload electronic evidence to the Fast Track Assessment using the button next to each strategic action.
4. **Add notes:** Use the notes field to provide additional context when needed.

Note: If a completed NAF template is uploaded, no additional documentation is required.

Progress Tracking

Use the checkboxes to track completion of each strategic action requiring evidence. *Upload all required evidence at least two weeks before the Graduation Meeting.*

STRATEGIC ACTION	EVIDENCE DESCRIPTION	EVIDENCE RESOURCE	PROGRESS TRACKING
1.1.a Enrollment	Provide academy's open choice enrollment process (e.g., link to district policy, academy application). <i>(Same template as 1.1.b.)</i>	Add note or upload document Recruitment Template	☐
1.1.b Academy Recruitment	Provide current academy enrollment by grade level and the academy's recruitment plan (e.g., outreach calendar, brochures).	Upload document Same template as 1.1.a	☐
1.2.a Personalized Learning Environment	Provide example(s) of academy fosters a personalized learning environment.	Upload document Personalized Learning Template	☐
1.3.a Data Collection & Review	Provide example(s) of how academy-level, student-level & disaggregated data are used to inform academy practices.	Add note or upload document Data Review Process Template	☐
1.3.b Action Planning	Provide how academy tracks goals and strategic actions or a link to it.	Add note or upload document Action Plan Template	☐
1.4.a Academy Leadership	List the names and roles of staff responsible for managing the academy program. <i>(Same template as 1.4.b.)</i>	Upload document Team Roster Template	☐
1.4.b Academy Leadership	List the names and roles of staff who oversee college and career readiness activities.	Add note or upload document Same template as 1.4.a	☐
1.4.c NAF Ambassadors	Provide example(s) of how leaders support and promote the academy.	Upload document Leadership Support Template	☐
1.5.a Academy Team Collaboration	Provide the team's planning calendar or minutes/agenda from a recent planning session.	Add note or upload document Planning Calendar Template	☐
1.5.b Professional Learning	Provide a list of professional learning events attended (e.g., NAF Next) with dates and attendees.	Add note or upload document Professional Learning Template	☐

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2.1.a Membership	Provide an advisory board roster that includes at least 10 members.	Upload document AB Roster Template	☐
2.1.b Strategic Plan	Provide the advisory board strategic plan or a link to it.	Add note or upload document AB Strategic Plan Template	☐
2.1.c By-Laws	Provide the advisory board by-laws or a link to them.	Add note or upload document AB By-laws Template	☐
2.2.a Support for Learning	Describe how the advisory board supports student learning.	Add note or upload document AB Support Template	☐
2.3.a Support for Sustainability	Describe how the advisory board promotes the academy.	Add note or upload document AB Activities Template	☐
3.1.a Program of Study	Provide the academy's career-connected Program of Study aligned with local workforce needs and Advance CTE's Career Clusters .	Upload document Program of Study Template	☐
3.1.b Authentic Projects	Provide a description of authentic project learning experiences for each operating grade level.	Upload document Authentic Project Template	☐
3.2.a College Readiness	Provide college activities that build students' college knowledge (e.g., testing, applications, financial aid).	Add note or upload document College Readiness Template	☐
3.2.b Postsecondary Options	Provide postsecondary education options such as dual enrollment, industry certifications, & Advanced Placement (AP).	Add note or upload document Postsecondary Options Template	☐
3.2.c NAFTrack Certification	Describe the plan or commitment to ensure all seniors achieve NAFTrack Certification .	Add note See 3.2.b template, Section 4	☐
4.1.a WBL Plan	Provide a work-based learning calendar for each operating grade level.	Upload document WBL Plan & Calendar Template	☐
4.1.b WBL Continuum	Describe how academy supports a full continuum of awareness, exploration, and preparation activities.	Add note See 4.1.a template, Section 6	☐
4.1.c WBL Program	Describe how academy supports the development of students' aspirations, skills, and connections.	Add note See 4.1.a template, Section 6	☐
4.1.d Student Voice	Describe how academy solicits & uses student input to guide work-based learning program.	Add note See 4.1.a template, Section 6	☐
4.2.a WBL Tracking	Describe how academy tracks and analyzes WBL participation data across the full continuum of experiences.	Add note See 4.1.a template, Section 6	☐
4.2.b WBL Participation	Describe how academy ensures all students participate in at least one WBL activity per year.	Add note See 4.1.a template, Section 6	☐
4.2.c Internships	Describe how academy ensures all students complete a career preparation activity before graduation.	Add note See 4.1.a template, Section 6	☐
4.2.d WBL Participation	Describe how academy ensures all seniors complete at least two phases of the WBL continuum.	Add note See 4.1.a template, Section 6	☐