

# Fast Track Application Checklist



**Fast Track** offers a 90-day path to NAF membership for existing career academies meeting most NAF standards, or are NCAC or Linked Learning Certified. The application involves gathering documentation to demonstrate alignment with the NAF Design, enabling a faster academy launch and access to support resources. All applications are subject to approval.

## Getting Started

- The school/district creates a multi-disciplinary Academy Design Team to establish a shared vision to start a career academy.
- The Academy Design Team identifies expected outcomes for the district, school, and community through a collaborative partnership with NAF.
- The Academy Design Team uses the Interest Survey to assess partnership alignment and readiness to begin the admissions process.

## Admissions (Day 1 – Day 14)

- The NAF Team evaluates partnership alignment and approves schools for the application process.
- The NAF Team schedules a virtual meeting with approved applicants to review the Fast Track process including an evidence checklist of required documents.

## Assessment (Day 15 – Day 21)

- The applicant submits the online Fast Track Assessment on behalf of the Academy Design Team.  
Tip: Use the sample copy for preparation and accuracy.
- The applicant must achieve a score of 15 or higher to continue with the Fast Track process.

## Evidence (Day 22 – Day 45)

- The Academy Design Team reviews the Evidence Checklist and templates to understand NAF standards.
- The applicant submits evidence showing alignment of current practices with NAF's Design and notifies NAF when done.
- The NAF Team completes an initial review within 10 days, notifying the applicant if clarification or adjustments are needed.

## Adjustments (Day 46 – Day 60)

- If needed, the applicant uses feedback from the initial review to revise their online Fast Track Assessment, with a 15- day period to make necessary adjustments.
- The NAF Team conducts a final review of the evidence to ensure alignment with NAF standards.

## Membership (Day 61 – Day 75)

- The applicant facilitates the signing of a NAF Membership Agreement to formalize the partnership and initiate invoicing.
- A \$4,000 application fee must be paid prior to the collaborative validation meeting.
- The NAF Team schedules a virtual validation meeting to finalize the application.

## Graduation (Day 76 – Day 90)

- The admissions process concludes with a collaborative validation meeting to discuss alignment of current practices with the NAF Design to ensure a comprehensive and smooth transition into the NAF academy network.
- The applicant must achieve a final score of 15 or higher during the validation process to be eligible for NAF membership.

## Academy Membership (Ongoing)

- The Academy Design Team uses the Assessment results to set goals and adjust action plan for the Launch Year.
- A \$2,000 annual membership fee is due at the time of the academy's launch.
- NAF membership includes an annual quality review to maintain alignment with NAF's Design, enhancing program quality and expanding opportunities for students.

NAF is passionate about creating partnerships around a unique framework that makes access to essential opportunities possible by connecting students, educators, and businesses to strengthen communities. Together, we can ensure every student has the power to leverage greater opportunities, ignite their career aspirations, and help them become future ready.

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### Questions?

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