

View Your Programs through an Equity & Access Lens



**Check these
Attributes to
Welcome ALL
Students to Career
Technical Education
Classes**



Funding provided by the Special Populations Collaborative Project, with funding from the Carl D. Perkins Career and Technical Education Act of 2006, grant #16-165-001, awarded by the California Community Colleges Chancellor's Office to West Hills Community College District.

Learn more:
www.cccspecialpopulations.org
or jspac.org

Recruitment

- Use varied recruitment methods and locations to attract students
- Adapt materials with role models and different languages
- Train recruiters in the value of getting a cross section of students
- Review and improve efforts to place students in nontraditional areas

Content

- Integrate academic and technical skills
- Show role models in the learning materials and presentations
- Incorporate employability soft skills

Facilities

- Confirm that classrooms and training facilities are accessible
- Make facilities welcoming to both genders

Retention

- Offer tutoring or study group contact information
- Explain how to access financial support for education
- Communicate counseling availability
- Plan activities to engender family support
- Encourage participation in student support groups and clubs
- Refer students to community services

Evaluation

- Disaggregate data by gender, ethnicity and special population status
- Seek balance of male and female participants
- Check if enrollment reflects the ethnic composition of your setting
- Identify under-performing groups and plan targeted support