**Examples of *Excelencia* Program Profile Submission Form (COPY)**

Thank you for sharing your program information for consideration for the 2023 Examples of *Excelencia*! The submission form consists of four detailed sections that will help us learn more about your program: program mission and goals, history and practices, staff and estimated budget, and evidence of effectiveness. The form continues to have an optional section where programs may share innovations or challenges from the COVID-19 pandemic.

We are providing a Microsoft Word copy of the online form to support drafting a submission. For more resources, we recommend reviewing our [2023 Examples of](https://excelencia.secure-platform.com/a/page/Tools/submissionguide) [*Excelencia* Program Profile Submission Guide](https://www.edexcelencia.org/2022-Examples-of-Excelencia-Submission-Guide) (“Submission Guide”) which provides detailed guidance about what program materials you will need to fill out the submission form and how you can create a compelling submission.

**Program Contact Information**

Please provide the contact information for the person *Excelencia* in Education can follow up with directly regarding this submission form.

First Name **\***       Last Name **\***

Email Address **\***       Phone Number **\***

Institution or Organization **\***

**Program Overview**

Please share introductory information on the program you are submitting for Examples of *Excelencia*.

Program Name **\***

Program Institution or Organization **\***

**Program Address \***

Please provide the program’s address. (Note: online country field is a drop-down menu)

Street:       Street Line 2:

City:       State/Province:       Zip/Postal Code:

Country:

**Program Level** **\***

Please indicate the program’s academic level. The academic level is the institutional level at which the program operates. Select only **one**.

Select one option:

☐ Associate ☐ Baccalaureate ☐ Graduate ☐ Community-Based Organization (CBO)

**Year Started \***

What year did the program first begin serving students?

**Issue Area \***

Select one option:

☐ Academic Program ☐ Access ☐ Retention ☐ Support Services ☐ Transfer

**Program Focus \***

Select one to two options:

☐ Adult Learners

☐ Bilingual/ESL

☐ Career/Workforce

☐ College Prep

☐ Discipline/Subject

☐ Dual Credit

☐ Faculty Development

☐ Family Engagement

☐ First-Year Support

☐ Gender-Based

☐ Mentoring

☐ Scholarship

☐ Transfer

☐ Undergraduate Research

☐ Undocumented Students/DACA

☐ Other

**HSI Status**

If the program is based at an institution, is the program located at a HSI (Hispanic-Serving Institution)? Institutions federally defined as an HSI have at least 25% Hispanic full-time equivalent undergraduate enrollment.

Select one: ☐ Yes ☐ No

**2021-2022 Total Students Served \***

How many students did the program serve in the 2021-22 academic year? Please list this answer as a number.

**2021-2022 Total Latino Students Served \***

How many Latino students did the program serve in 2021-22? Please list your answer as a number and a percentage of the total number of students the program served in 2021-2022.

(ex. 20 Latino students served/100 total students served, 20%)

**Total Students Served Since Inception \***

How many students has the program served since its inception? Please list this answer as a number.

**Total Latino Students Served Since Inception \***

How many Latino students has the program served since its inception? Please list your answer as a number and a percentage of the total number of students the program has served since inception. (ex. 100 Latino students served since inception/1000 total students served since inception, 10%)

**Annual Program Budget \***

What is the program's estimated annual budget?

**Program Narrative for Examples of *Excelencia***

The following four main sections below will ask for more detailed information about the program. Each section has a maximum word limit.

**Program Mission and Goals \***

Please clearly articulate the program’s mission and goals. What is the mission of the program? What tangible measures does the program hope to accomplish for program participants? Why is it important for the program to serve Latino students at its respective institution or community? Mission and goals should be aligned but be distinct from one another. (250 words max)

**Program History and Practices \***

Please describe the evolution of your program from the initial need analysis to the current programming being delivered. What program practices do you implement that are aligned to the mission and goals of the program? How do you ensure that program practices are intentionally serving Latino students? (250 words max)

**Program Staff and Estimated Budget \***

Please share information on the program’s staff and annual program budget. For the program’s staff: What are the roles of staff and what impact do they have on student success, and specifically, Latino student success? How long have staff worked at the program? Please describe staff diversity and, if applicable, alumni participation as staff. For the program’s budget: What are the current sources of program funding? What does future program funding look like? (250 words max)

**Evidence of Effectiveness**

This section of the submission form includes two required components. The first component, “Student Data – Quantitative Measures of Success,” provides an opportunity to share compelling quantitative program data that shows the program’s impact on Latino student success. The second component, “Student Voices – Qualitative Measures of Success,” provides an opportunity to share compelling qualitative program data that further reinforces the program’s impact toward Latino student success.

**Student Data – Quantitative Measures of Success \***

Please provide program participant data that show the program is achieving its mission and goals and demonstrate the program’s ability to improve or advance Latino student success in higher education. Be sure to disaggregate data to show outcomes for the following: 1) Latino program participants, and, 2) program participants versus non-program participants. If available, please share data from the past 3 years.

Please share this information in a brief narrative about the program’s quantitative data. (350 words max)

**Student Impact – Qualitative Measures of Success \***

Please share program participant testimonials or other qualitative information that speaks to the program’s impact on students and/or their communities. Testimonials can include the experiences of current program participants or program alumni. (300 words max)

**COVID-19 Programmatic Response (Optional)**

The COVID-19 pandemic has created many challenges for students as well as institutional programs and community-based organizations working to serve them. Please share how the program adapted during this time to meet the needs of students and their families, including Latino students. What challenges has the program faced due to the pandemic and how has the program overcome them? (400 words max)