**2024 Examples of *Excelencia***

**Program Profile Submission Form**

Thank you for submitting your program to the 2024 Examples of *Excelencia*! The submission form consists of the following four detailed sections that will help us learn more about your program:

* Program mission and goals
* Program need and practices
* Program staff and estimated budget
* Evidence of effectiveness – quantitative & qualitative measures of success

We are providing a Microsoft Word copy of the online form to support drafting a submission. For more resources, we recommend reviewing our [2024 Program Profile Submission Guide](https://excelencia.secure-platform.com/a/page/programprofilesubmission/submissionguide), which provides detailed guidance on filling out the profile and how you can craft a compelling submission.

**Program Overview**

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

**Program Name \***

**Program Institution or Organization \***

**Program Location \***

Please list the physical address for the program.

Street:

Line 2:

City:

Country:

State/Province:

Zip/Postal Code:

**Program Website**

If available, please share the program website or webpage.

**Point of Contact – Program Representative \***

Please enter details for the person who will serve as a program representative and point of contact for this program. This person will receive communication from *Excelencia* regarding the submission and its status after the review period. The point of contact and the submitter can be the same person.

First Name:

Last Name:

Institution/Organization:

Job Title:

Email Address:

Phone Number:

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

Please indicate the program’s academic level, i.e., the institutional level at which the program operates.

* Associate
* Baccalaureate
* Community-Based Organizations (CBO)
* Graduate

**HSI Status \***

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

* Yes
* No

**Issue Area \***

Select one option:

* Academic Program
* Access
* Retention
* Support Services
* Transfer

**Program Focus \***

Select up 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/DACA Students
* Other

**Year Started \***

What year did the program first begin serving students?

**2022-2023 Total Students Served \***

How many students did the program serve in the 2022-23 academic year? Please list this answer as a number.

Total students served:

**2022-2023 Total Latino Students Served \***

How many Latino students did the program serve in 2022-23? Please list your answer as a number and a percentage of the total number of students the program served in 2022-23.

For example, for 20 Latino students served out of 100, write it as: **20/100 (20%).**

Total Latino students served:

**Total Students Served Since Inception \***

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

Total students served since inception:

**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. For example, for 200 Latino students served out of 1,000, write it as: **200/1000 (20%).**

Total Latino students served since inception:

**Annual Program Budget \***

What is the program's approximate annual budget?

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

Please give readers insight into the background of your program’s practices and the community in which you serve students. Each prompt has a word limit. *Excelencia’s* reviewers are unable to access external content, so it is not advised to include links in your responses.

**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. Word limit: 250.

**Program Need and Practices \***

Please describe the context and need analysis that led to the creation of the program. 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? Word limit: 250.

**Program Staff and Estimated Budget \***

Please share information on the program’s staff and annual program budget.

**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. Word limit: 150.

**Budget**: What is the distribution of expenses for your annual budget? What are the revenue sources for your annual budget? What does future funding look like? Word limit: 150.

**Evidence of Effectiveness**

This section 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 a narrative about program participant data to show that the program is achieving its goals and demonstrates the program’s ability to increase or accelerate Latino student success in higher education.

Be sure to disaggregate data to show outcomes for the following:

* Latino program participants
* Program participants vs. non-program participants

Please ensure the last three years of data are displayed by year, even if other years are shared as averages. Programs with less than three years are welcome to share the data that is available. Word limit: 300.

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

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

***Why are you participating in Examples of Excelencia?* \***

Please share why you chose to submit a profile for Examples of *Excelencia*. What would it mean to your program stakeholders to be recognized by *Excelencia* in Education? Word limit: 150.