

2023-24 Washington Guaranteed Admission Program District/School Participation

Washington's public four-year college and universities, in partnership with our communities, are committed to meeting the college and career goals of Washington students. Focused on increasing access and credential completion in Washington, many of Washington's public baccalaureate institutions offer guaranteed admissions programs for students who meet set criteria.

The participating public four-year institutions established the following process for district and school participation in the Washington Guaranteed Admission Program (WAGAP).

This document will outline the steps and deadline for participation of districts and schools in the Washington Guaranteed Admissions Program, including:

- A summary of the program in 2023-24.
- Process and deadlines for districts and schools to participate in the WAGAP in 2023-24.

Washington Public Baccalaureate Institution Guaranteed Admission Program

The Guaranteed Admissions Program supports a college going culture and guaranteed admission efforts at [Central Washington University](#), [Eastern Washington University](#), [The Evergreen State College](#), [University of Washington Tacoma](#), [Washington State University](#) and [Western Washington University](#).

WAGAP is focused on students in the 11th and 12th grades. Through data sharing partnerships with Washington school districts and schools, the participating institutions engage with:

- Students in the 11th grade to ready them for college and familiarize them with college admissions and,
- Students in the 12th grade determine eligibility for guaranteed admissions or if not eligible, to engage through the general admissions process.

To be eligible for guaranteed admission students **must** meet or be on track by fall 2024 admissions to meet two requirements:

- Earn a 3.0 cumulative GPA **AND**
- Complete **ALL** Washington's [College Academic Distribution Requirements](#) (CADRs)

To be on track for CADR, a student must have completed all CADR by fall 2024 admissions. Some CADR require completion in the senior year of high school. A student who has not yet but is expected to complete a CADR by fall 2024 admissions, including during the school year or summer, would be considered in-progress and on track.

Contact information for each participating institution and the Council of Presidents can be found in Appendix A. Districts and schools are strongly encouraged to reach out with questions.

District and School Participation in WAGAP

Districts or schools must complete the following by the stated deadline to participate in WAGAP beginning in the 2023-24 academic year. All forms, templates and materials will be posted at the WAGAP [webpage](#), under the section "For Partner Districts & Schools".

1. Complete a signed copy of the *WAGAP Joint Data Sharing Agreement* (DSA) with participating baccalaureate institutions.
2. Complete and send a *Letter of Support* at the district level signed by the superintendent or at the school level signed by the principal confirming participation and point of contact for WAGAP communications. A template can be found in Appendix D.
3. Send to Council of Presidents at jgarver@councilofpresidents.org, no later than **September 30, 2023**:
 - The signed *WAGAP Joint Data Sharing Agreement* (DSA) with participating baccalaureate institutions. The DSA must be completed, signed and sent to the Council of Presidents. Instructions to send the DSA are provided in Appendix B.
 - Signed *Letter of Support* by the district superintendent or school principal. Instructions to send the *Letter of Support* are provided in Appendix C. A *Letter of Support* template is available in Appendix D.
4. The Council of Presidents will provide each participating institution with a copy of the signed DSA and letter.
5. The Council of Presidents will send to each district or school confirmation of receipt of DSA and letter.
6. To participate a district or school must complete the *WAGAP Joint Data Sharing Agreement* with all participating institutions. Individual district or school data sharing data agreements will not be considered as part of WAGAP.

Deadlines for Data Uploads

The deadlines for data uploads are set as windows of time to allow for some flexibility for districts and schools.

There are three data uploads for 11th grade and 12th grade WAGAP eligible students. Students in the 12th grade are considered WAGAP eligible students if they are on track or have met the criteria for guaranteed admission.

- Earn a 3.0 cumulative GPA **AND**
- Complete **ALL** Washington’s College Academic Distribution Requirements (CADRs)

If your district or school needs additional time, please reach out to Council of Presidents, jgarver@councilofpresidents.org to discuss next steps.

Deadline	11 th Grade/Juniors	12 th Grade/Seniors
November 1-December 1	X	X
January 22-February 16	X	X
June 3-28	X	X

Appendix A

Participating Institution Contacts

JoAnn Page
Central Washington University
joann.page@cwu.edu
(509) 963-1215

Jana Jaraysi
Eastern Washington University
jjaraysi@ewu.edu
(509) 359-2450

Wade Arave
The Evergreen State College
aravew@evergreen.edu
(360) 867-6176

Shannon Carr
University of Washington, Tacoma
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(253) 692-4411

Andrew Brewick
Washington State University
andrew.brewick@wsu.edu
(509) 335-2275

Cezar Mesquita
Western Washington University
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(360) 650-4350

Julie Garver
Council of Presidents
jgarver@councilofpresidents.org
(360) 292-4102

Appendix B

2023-24 WAGAP Joint Data Sharing Agreement (DSA) Submission Instructions

1. District or School complete the fillable, PDF *WAGAP Joint Data Sharing Agreement* (DSA).
 - a. The DSA can be found [here](#), located on the WAGAP webpage under the section “For Partner Districts & Schools”
2. Sign the PDF. There are two options to sign the DSA.
 - a. Option 1: Wet signature and scan
 - i. Complete the PDF.
 - ii. Print the PDF.
 - b. Option 2: Electronic signature and scan.
 - i. Complete the PDF.
 - ii. Click on *Configure New Digital ID*
 - iii. Select *Create a New Digital ID*.
 - iv. Select *Save to File*.
 - v. Create a *Self-Signed Digital ID* by following the prompts
 - vi. Sign the DSA
3. Save or scan the DSA and send to jgarver@councilofpresidents.org **no later than September 30, 2023**.
4. The DSA will be sent to the Council of Presidents.
5. The Council of Presidents will provide each participating institution with a copy of the signed DSA and post through a shared portal.
6. The Council of Presidents will send to each district or school confirmation of receipt of DSA.

Appendix C

2023-24 WAGAP Letter of Support Submission Instructions

1. District or School complete a *Letter of Support*.
 - a. A *Letter of Support* template can be found in Appendix C.
2. Gather signatures for the *Letter of Support*.
 - a. District's superintendent signature.
 - b. School's principal signature.
3. Scan the *Letter of Support* and send to jgarver@councilofpresidents.org **no later than September 30, 2023**.
7. The *Letter of Support* will be sent to the Council of Presidents.
8. The Council of Presidents will provide each participating institution with a copy of the signed *Letter of Support* and post through a shared portal.
9. The Council of Presidents will send to each district or school confirmation of receipt of the *Letter of Support*.

Appendix D

District or School Letter of Support Template

DATE

Letter of Support

In my capacity as the [Insert title] of [Insert District or School Name] I fully support the public baccalaureate Guaranteed Admission Program (WAGAP) and the completion of a data sharing agreement with the institutions participating in WAGAP.

The intent of WAGAP to directly engage with high school juniors and seniors to ready them for college, familiarize them with college admissions and connect through guaranteed admissions opportunities support our shared efforts to increase postsecondary attainment opportunities in our community.

The point of contact for [Insert District or School Name] is [Insert Name, Title, Contact Information].

Sincerely,

Name

Title

District or School

Address

City, State, Zip