



## NYSSB Culminating Project Form Template (2021-22)

This **TEMPLATE** is being provided so that schools can gather the required information before entering it on the [online form](#) on or before **March 15th** of each year the NYSSB is offered.

Each year, the Office of Bilingual Education and World Languages (OBEWL) will schedule visits with a small sample of schools offering the NYSSB for two purposes: (1) to observe and participate in Culminating Project Presentations and (2) to provide feedback and support to schools in this process. The online form is used to notify the New York State Education Department (NYSED) of the date(s), time(s), location(s), and language(s) of these presentations so that a visit may be scheduled, if your school is selected. Schools must have offered the NYSSB for at least two years in order to be selected. This **TEMPLATE** is being provided so that schools can view the entire form before completing the [online form](#). Only online submissions of forms will be accepted. **Do not email this form to NYSED.**

All schools must submit this form electronically no later than **March 15<sup>th</sup>** of each year in which the NYSSB is offered. If your school is selected, you will be notified no later than March 31<sup>st</sup> with the date and time of visit and the name and contact information of the representative that will be present.

### School information

1. District name		2. School name	
3. Contact name	First:	Last:	
4. Phone		5. Email	
6. Not including the current school year, has your school offered the NYSSB for at least two years? (Years can be non-consecutive.)	<input type="checkbox"/> Yes <input type="checkbox"/> No		

### Culminating Project Presentations in World Languages

7. Location of presentations	
8. Street	
9. City	10. Zip
11. Dates and times of presentations by language (e.g., Spanish – April 15th, 12:00-2:30 pm; Arabic – April 16th, 11:00-11:30 am)	
12. Are you planning for in-person or virtual presentations, or both?	<input type="checkbox"/> In-person only <input type="checkbox"/> Virtual only <input type="checkbox"/> Both In person & virtual
13. Does your school have the capability of allowing for a virtual visitor?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Submit this information electronically using the [online form](#) by no later than March 15th:

Questions regarding this form can be directed to [candace.black@nysed.gov](mailto:candace.black@nysed.gov) or via phone at (518) 473-7505.

