

Florida Credentials Review Committee

Getting Started with the Master Credentials List Application

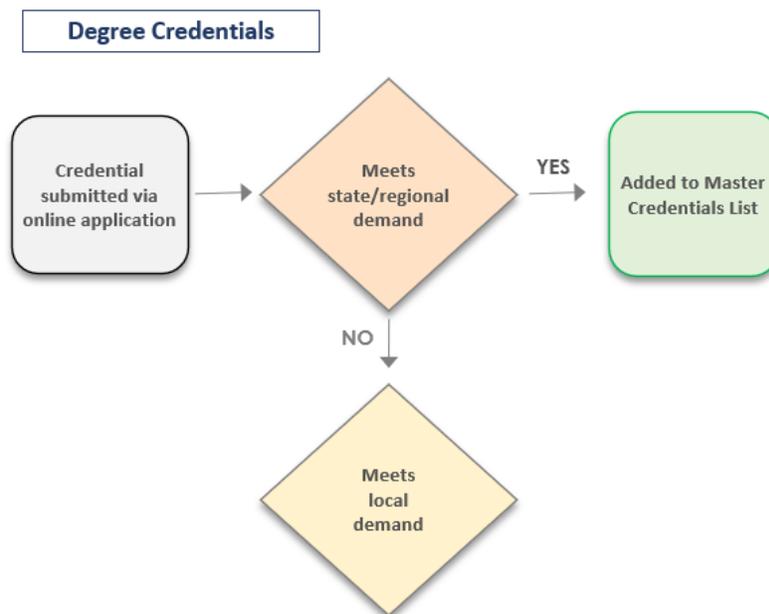
The Master Credentials List identifies credentials of value by aligning credentials available through the state's workforce education and training programs with jobs that lead to economic self-sufficiency for our state's residents. The Florida Credentials Review Committee has adopted a [Framework of Quality](#) by which credentials submitted through the Master Credentials List application are evaluated. Credentials that meet the criteria within the Framework of Quality are added to the Master Credentials List.

Required by Florida's Reimagining Education and Career Help (REACH) Act, the Master Credentials List:

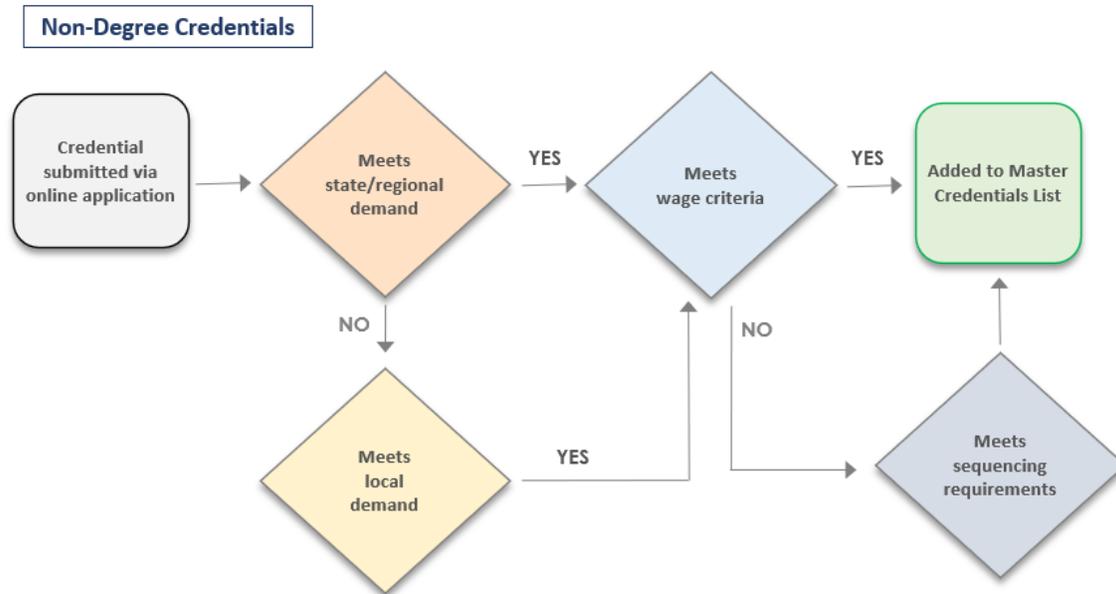
1. Serves as a public and transparent inventory of state-approved credentials of value.
2. Directs the use of federal and state funds for workforce education and training programs that lead to approved credentials of value.
3. Guides workforce education and training programs by informing the public of the credentials that have value in the current or future job market.

The main elements of the Framework of Quality are demand and wage levels. Through a validated linkage to a Standard Occupational Classification (SOC) code, (1) a credential can be linked to an occupation, (2) that credential's response to various indices of demand can be derived, and (3) the wages associated with that occupation can be inferred. These are the mechanics involved in reaching the determination that a credential represents "value" in the terms outlined in the Framework of Quality.

Master Credentials List Evaluation Process



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The Master Credentials List application is designed to capture all information necessary to conduct a thorough evaluation for inclusion on Florida’s Master Credentials List.

Prior to beginning the online application, stakeholders are encouraged to gather these items:

- The [SOC code](#) most strongly associated with the credential (for use as described above).
- All identifying information about the credential including the Classification of Instructional Programs (CIP) code and Florida Department of Education (FDOE) certification code, if applicable.
- Articulation agreements with local postsecondary institutions and other materials relevant to the credential sequencing portion of the Framework of Quality.
- State/regional or local demand information. To prepare for the application, applicants should determine whether the credential meets state/regional or local demand as described in the Framework of Quality. Please review the following lists identified in the Framework of Quality:
 - Occupations designated as areas of concern, either statewide or for an individual region, in the conference product adopted by the [Labor Market Estimating Conference](#) on July 14, 2023.
 - The 2023-2024 [Regional Demand Occupation Lists published by](#) the Florida Department of Commerce.
- Signed letters of endorsement from a local workforce development board, educational institution, *and* economic development organization supporting the credential. These letters are required for credentials seeking to demonstrate local demand under the Framework of Quality and for industry certifications seeking Career and Professional Education (CAPE) Act funding.

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- For those applying for inclusion on the Master Credentials List based on local demand, the letters of endorsement should include evidence that the credential leads to occupations in an emerging industry or in an industry sector of focus including:
 - Aviation and Aerospace
 - Clean Technology
 - Defense and Homeland Security
 - Financial and Professional Services
 - Information Technology
 - Life Sciences Manufacturing
 - Other
- Information about the examination administered to and passed by the candidates who achieve the credential – including the name/number of the examination, specific skills and competencies tested, the delivery format and setting of the exam itself, proctoring information, and any other requirements (apart from a passing score on the exam) needed to achieve the credential. This information is required for secondary/postsecondary industry certifications seeking CAPE funding.

Consistent with the spirit and substance of the REACH Act – which focuses on access, alignment, and accountability among more integrated and effective workforce education and training programs and systems – applicants are encouraged to identify relevant connections between their credential and other credentials offered by stakeholders across the wider workforce education ecosystem. The cultivation of relationships among credentials situated along in-demand occupational pathways is key to achieving the overall objectives of the REACH Act.