



# STEM Pathway Approval Process

The STEM Pathway Approval Process ensures that all students and teachers receive high-quality instructional materials and training for STEM education in Louisiana. Potential Pathway providers should assemble a [STEM Pathway Team](#), consult the [STEM Pathway or Course Design Criteria](#) document to guide development, and view sample briefs from existing STEM Pathways on the [Louisiana STEM Initiative page](#) before beginning this process.

Potential providers must:

- submit all items for each phase for LDOE review and approval; and
- revise submissions for each phase, if required by LDOE, to continue the process.

## Phase 1

During Phase 1 of the STEM Pathway Approval Process, potential providers will submit evidence that supports both the need for the coursework or pathway and alignment to LDOE priorities.

**Step 1:** Complete the [STEM Pathway Course or New Pathway Proposal Form](#).

**Step 2:** Complete the [Phase 1: STEM Pathway Overview](#) document.

**Step 3:** Collect [letters of collaboration](#) from industry partners or school system collaborators. A minimum of (2) letters are required.

**Step 4:** Email the **Phase 1: STEM Pathway Overview** document and **letters of collaboration** to [STEM@la.gov](mailto:STEM@la.gov) using the subject line: Phase 1: STEM Pathway Approval. If approved by LDOE, the applicant progresses to **Phase 2**.

## Phase 2

During Phase 2 of the STEM Pathway Approval Process, potential providers will submit evidence that the course materials and teacher training meet the expectations set forth within the [STEM Pathway or Course Design Criteria](#).

**Step 1:** Complete the [Phase 2: STEM Pathway Coursework Proposal](#).

**Step 2:** Complete the [Phase 2: STEM Pathway Teacher Training Proposal](#).

**Step 3:** Email the **Phase 2: STEM Pathway Coursework Proposal** document and the **Phase 2: STEM Pathway Teacher Training Proposal** to [STEM@la.gov](mailto:STEM@la.gov) using the subject line: Phase 2: STEM Pathway Approval. If approved by LDOE, the applicant progresses to **Phase 3**.

## Phase 3

During Phase 3 of the STEM Pathway Approval Process, potential providers will provide LDOE with information related to Year 1 implementation and begin collaboration with the STEM/Computer Science Team as a Pathway Provider.

**Step 1:** Complete the [Phase 3: School System Implementation](#) document.

**Step 2:** Email the **Phase 3: School System Implementation** document to [STEM@la.gov](mailto:STEM@la.gov) using the subject line: Phase 3: STEM Pathway Approval.

**Step 3:** Attend a virtual kickoff meeting with the LDOE STEM/Computer Science Team to review required documents (if any), expectations for communication and collaboration, and next steps related to implementation.

### STEM Pathway Team

The STEM Pathway proposal should be led by a provider working closely with representatives from local school systems, colleges/universities, and industry with strong expertise in the STEM discipline targeted in the proposal. The STEM Pathway Team should include at least one Louisiana public school system.

### Letters of Collaboration

Letters of Collaboration submitted in Phase 1 should demonstrate the need for the proposed pathway or course.

Each letter of collaboration should be on organization letterhead and clearly articulate:

- the role of the stakeholder in the design and development of the proposed course or pathway; and
- explain the educational and career needs the course or pathway is intended to serve.