



2023-2024 Wisconsin School Counseling Program Accountability Report (WSPAR) Application Checklist

Reviewing the [WSPAR Handbook](#) as you complete the application form is strongly recommended.

Deadline: Applications MUST be submitted online by Monday, November 25, 2024

The WSPAR application can only be submitted online. Note that the online application cannot be saved while in progress, so please plan ahead to have all components ready to submit at the same time.

The following information will be entered into the online application:

- **School and Counselor Contact Information**
- **Elected Official Names**
- **Local Newspaper & Contact Information**
- **Counselor Reflection Statements**
 - Explain the process you or your team engaged in to complete the WSPAR and a distribution plan for your document.
 - What implications did you or your team consider after reviewing the results from your program or interventions?
 - Implications explain how data results will help:
 - Deliver lessons more effectively (considering content, strategies, time).
 - Collect data more accurately (asking better questions based on quality content).
 - Target ASCA Mindsets & Behaviors.
 - Make decisions about which lessons to continue, add or discontinue.
 - How does the data you shared in your WSPAR show how your counseling program addressed equity and/or opportunity gaps for students?

Please note the following documents must also be uploaded with your online WSPAR application:

- Application Signature Page** (All signatures required to be considered for Program of Promise recognition)
- Completed **WSPAR Self Score Rubric**
- WSPAR Document** (2023-2024 school year results)

The WSPAR document must fit (back and front) on one 8 ½" x 11" sheet of paper.

- Completed **Annual Student Outcome Goal & Closing the Gap Plan** for the 2024-2025 school year
- Completed and Signed **Annual Administrative Conference Form** (for the 2024-2025 school year)

It is not a requirement to have all program components in place for the administrative conference, make a note on the form of those areas. See the WSPAR handbook (page 3) for frequently asked questions.

If you are having technical issues with the online application process, contact the WSCA office during normal business hours at 608-204-9825 or admin@wscaweb.org.

If you have questions about completing the WSPAR, contact WSCA Director Cindy Bourget at data@wscaweb.org.