Ready to RAMP?
Understanding and Applying for National Recognition
Objectives for Today

1. Learn the benefits of RAMP
2. Identify the 10 application components.
3. Explain the RAMP scoring process.
4. Access the online portal and application resources.
What is RAMP?

• Recognized ASCA Model Program
• Snapshot of exemplary work
• Exemplary school counseling program based on ASCA National Model
More Than a Plaque!

- Advocacy
- Alignment
- Increased collaboration
- Validation
- Motivation
- Continuous Improvement
RAMPed Schools

Over 1200 schools!

https://www.schoolcounselor.org/Recognition/RAMP/Current-RAMP-Schools
Who Can Apply?

- Public
- Private
- Virtual
- Alternative
- Charter
Unique Cases? The Must Haves

SCHOOL NAME

OFFICIAL IDENTIFICATION NUMBER IN YOUR STATE

PRINCIPAL
Considerations:
- Knowledge of the ASCA National Model
- Status of Implementation
- Commitment to the process
### School Counseling Program Assessment

<table>
<thead>
<tr>
<th>ASCA National Model Components</th>
<th>Yes</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MANAGE</strong></td>
<td></td>
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<tr>
<td>Vision Statement</td>
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<tr>
<td>Aligned with ASCA National Model’s criteria for exemplary vision statement.</td>
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<tr>
<td>Mission Statement</td>
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<tr>
<td>Aligned with ASCA National Model’s criteria for exemplary mission statement.</td>
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<tr>
<td>Data</td>
<td></td>
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<tr>
<td>School data summary prioritizing data points addressed through the school counseling program completed.</td>
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<td></td>
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<tr>
<td>Annual Student Outcome Goals</td>
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<tr>
<td>a. School improvement plan reviewed to identify school priorities.</td>
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<tr>
<td>b. Outcome goals created based on student, school and/or district data to close the achievement, opportunity and/or information gaps.</td>
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<tr>
<td>c. Goals written in SMART format: specific, measurable, attainable, relevant, time-bound.</td>
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<tr>
<td>Use-of-Time Calculator</td>
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<tr>
<td>Use-of-time calculator completed at least twice a year.</td>
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<tr>
<td>Annual Administrative Confernece</td>
<td></td>
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<tr>
<td>Conference held with supervising administrator. Template completed and signed by the school counselor and supervising administrator within first two months of school.</td>
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<tr>
<td>Advisory Council</td>
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<tr>
<td>Agendas and minutes completed from at least two meetings (one from the fall and one from the spring).</td>
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<tr>
<td>Action Plans</td>
<td></td>
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<tr>
<td>Classroom and group Mindsets &amp; Behaviors action plan detailing classroom lessons and groups aligned with the ASCA Mindsets &amp; Behaviors completed.</td>
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</tbody>
</table>

### Closing-the-gap action plan aligned with the ASCA Mindsets & Behaviors completed.

### Lesson Plans

Lesson plans identifying activities to be delivered, standards to be addressed, to whom activities will be delivered, how they will be delivered and how data will be assessed to determine impact on student outcomes completed.

### Calendars (Annual and Weekly)

Highly detailed annual calendar created (includes specific examples with dates and times for major activities) documenting all activities, events and services within the comprehensive school counseling program.

Weekly calendars available for each school counselor.

### DELIVER

### Direct Student Services

Classroom lessons/large-group activities are delivered and outlined using lesson plans.

Small-group sessions are delivered and outlined using lesson/session plans.

### Indirect Student Services

Indirect student services are reflected on weekly calendars.

### ASSESS

Classroom and group Mindsets & Behaviors results report completed.

Closing-the-gap results report completed.

ASCA School Counselor Professional Standards & Competencies assessment completed.

School counseling program assessment completed.

School counseling performance appraisal is conducted annually.

Program results are shared with school staff and stakeholders.
**ASCA National Model Components** | **Yes** | **Comments**
--- | --- | ---
**MANAGE**

**Vision Statement**
Aligned with ASCA National Model’s criteria for exemplary vision statement.

**Mission Statement**
Aligned with ASCA National Model’s criteria for exemplary mission statement.

**Data**
School data summary prioritizing data points addressed through the school counseling program completed.

**Annual Student Outcome Goals**

a. School improvement plan reviewed to identify school priorities.

b. Outcome goals created based on student, school and/or district data to close the achievement, opportunity and/or information gaps.

c. Goals written in SMART format: specific, measurable, attainable, relevant, time-bound.

What can you say yes to?
• Plan for the deadline

• Plan for collection from previous school year
Although the fourth edition is preferred, applications for 2021 may use either the ASCA National Model third edition or the fourth edition templates and will be evaluated on the corresponding rubric. Applications for 2022 and beyond must use the fourth edition templates and will be evaluated based on the fourth edition rubric.

1. VISION AND MISSION STATEMENTS - 6 POINTS

1.1 School Counseling Mission Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.2 Vision Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.3 Values Reflection
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.4 Professional Standards
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.5 School Counseling Mission Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.6 Mission Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.7 Vision Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.8 Values Reflection
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.9 Professional Standards
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.10 School Counseling Mission Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.11 Vision Statement
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.12 Values Reflection
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is

1.13 Professional Standards
- 1 point if description is
- 0.5 point if description is
- 0.25 point if description is
- 0.1 point if description is
Templates

Applications must use the ASCA-provided templates. Download a zip file containing all templates at once, or select individual templates from the list to the right.

Template Examples
Download examples of exemplary application templates. Examples are from schools who submitted applications in October 2021. Templates used for October 2022 submissions may vary slightly. Due to 2021 application modifications, Section 9 examples will become available after RAMP schools are determined from October 2022 submissions.

Annual student outcome goal examples (elementary, middle, high school). Note: these are updated from the goal statement examples in the “ASCA National Model Implementation Guide” and match the RAMP rubric.

https://www.schoolcounselor.org/Recognition/RAMP/Templates
RAMP Application Timeline

It is always helpful to establish a plan for submitting your school's RAMP application. It takes an entire school year to gather data, complete templates, prepare graphs, write reflections and ensure they are all uploaded correctly. Here are some thoughts to consider as you plan:

- Ongoing ASCA National Model implementation is key to making the RAMP application submission a seamless process. Some templates that have been created in previous years may only need editing for the current year, saving time along the way. Be sure each is updated to the most current template.
- The data collection year is the year you implement and assess the components for submission in October of the next school year. (Example: 2022-2023 data collection and submittal in October 2023.)
- Plan for interruptions. They will happen. Leave time at the end in case it is needed for additional revisions.

Below is a suggested timeline for completing each section. You should personalize and adjust based on your school calendar and other factors.

<table>
<thead>
<tr>
<th>DATA COLLECTION YEAR</th>
<th>Activity</th>
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<tbody>
<tr>
<td>July-August</td>
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<tr>
<td>Advising and Scholarships, Schoo</td>
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<tr>
<td>School Data Summary (one per school)</td>
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<tr>
<td>Annual Student Outcome Goals (one or two may be submitted)</td>
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<tr>
<td>August-September</td>
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<tr>
<td>Advisory Council Meeting &amp; Agenda</td>
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<tr>
<td>Program Development Conference (one per school, each with two one-hour meetings from the previous year)</td>
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</tr>
<tr>
<td>Classroom and Group Minutes &amp; Behaviors Action Plan Finalized for School Year</td>
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<tr>
<td>Annual Calendar Finalized for School Year</td>
<td></td>
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<tr>
<td>September-October</td>
<td></td>
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<tr>
<td>Lesson Plan Finalized (three independent classrooms or one class unit of three lessons &amp; one small group, one lesson per week)</td>
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<tr>
<td>October-December</td>
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<tr>
<td>Advisory Council Fall Semester Meeting</td>
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<td>Lesson Plan Delivery</td>
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<td>January</td>
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<tr>
<td>Course/Update School Portal Account (ramp.org)</td>
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<tr>
<td>Lesson Plan Delivery</td>
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<tr>
<td>February-March</td>
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<tr>
<td>Lesson Plan Delivery</td>
<td></td>
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<tr>
<td>Results Reports</td>
<td></td>
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<tr>
<td>April-May</td>
<td></td>
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<tr>
<td>Advisory Council Spring Semester Meeting</td>
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<tr>
<td>Results Reports (Completed &amp; Analyzed, Graphs Created)</td>
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<tr>
<td>Signature Page (download from Printer section of portal)</td>
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</tbody>
</table>

Need more RAMP information? Go to https://www.schoolcounselor.org/RAMP

RAMP Application and Use-of-Time 5-Day Calculator Timeline

The Use-of-Time 5-Day Calculator is completed each school year, once in the first semester and once in the second semester. This data is used in the completion of the Annual Administrative Conference form, which is signed in the first two months of the school year.

The following chart is a guide to assist in planning ahead for your RAMP application:

<table>
<thead>
<tr>
<th>Application Year</th>
<th>When to Collect Data</th>
<th>Annual Administrative Conference</th>
<th>Use-of-Time 5-Day Calculator</th>
</tr>
</thead>
<tbody>
<tr>
<td>2026</td>
<td>2025–2026</td>
<td>2025–2026</td>
<td>2024–2025</td>
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<tr>
<td>2027</td>
<td>2026–2027</td>
<td>2026–2027</td>
<td>2025–2026</td>
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<tr>
<td>2028</td>
<td>2027–2028</td>
<td>2027–2028</td>
<td>2026–2027</td>
</tr>
</tbody>
</table>
Scoring Basics

POINTS FOR EACH SECTION

REVIEW TEAM

54! RAMP SCHOOL
2024 Rubric: The Sections

1. Vision and Mission Statements, 6 points
2. Annual Student Outcome Goals, 7 points
3. Classroom and Group Mindsets & Behaviors Action Plan, 5 points
4. Annual Administrative Conference, 5 points
5. Advisory Council, 6 points
6. Annual Calendar, 3 points
7. Lesson Plans (Classroom or Group), 5 points
8. Classroom Instruction Results Report, 7 points
9. Small-Group Results Report, 7 points
10. Closing-the-Gap Action Plan/Results Report, 9 points
One Year!

Plan
Execute
Collect data
Analyze Findings
Reflect
Apply with the ASCA Portal

ASCA Portals

ASCA provides several portals for ASCA recognition programs and ASCA National Model implementation. See options below to access the specific portal and directions for use.

ASCA-Certified School Counselor Portal

School counselors seeking ASCA-Certified School Counselor (ACSC) recognition use this portal to submit applications. Visit the ACSC page for the ACSC candidate handbook, ACSC FAQs, the ACSC portfolio rubric and additional information.

Access the ACSC Portal
- Certification Portal User Instructions

Recognized ASCA Model Program Portal

School counselors applying for Recognized ASCA Model Program (RAMP) status for their school use this portal to apply. Visit the RAMP page for full details about RAMP how to apply, templates, resources and more.

- Access the RAMP Portal
- RAMP Portal New User Instructions
- Instructions to Create a New Application for Existing Users

Districts and Universities ASCA National Model Implementation Portal

School counselors and/or schools engaged in districtwide ASCA National Model implementation training use this portal to upload their ASCA National Model work and receive feedback from their trainer or district leaders.

- Graduate students enrolled in school counselor preparation programs requiring portal use will upload their ASCA National Model work and
One counselor creates account.

ramp.schoolcounselor.org
Not an ASCA Member? It’s ok!

Member?
Use the white box and login.

Not a member?
Go to the blue box and click register now!
Applying: Set Up The Account

The Portal: ramp.schoolcounselor.org

• Initial person: Owner
• Access for all counselors
• Sustaining the account

Complete the Contact Information section.

IMPORTANT – List all school counselors, including yourself.

Click SAVE at the bottom of each page.

• Caution – Email addresses
Need help?

portalsupport@schoolcounselor.org
• Be sure to use your district portal if applicable
• District not using? Use “national” and enter school information
• Applying for your state RAMP award? Follow your state program instructions for submitting the application

(Alabama, Delaware, Indiana, Missouri, North Carolina, Pennsylvania, Wisconsin)
Determine your application plan

• Be intentional
• Be dedicated
• Think ahead of the game
• Plan for interruptions
• Best practices?
Include

• Contact information for the primary person and secondary person who will receive email correspondence
• Contact information for your school, principal, superintendent and school board chair
• ASCA member number
• Demographic information
• The timeframe the RAMP application covers. The application must cover at least one complete school year.
Do NOT include....

Identifying Student Information

FERPA
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT
• All who sign this document must have seen and approved all components of the application.

• Provide evidence that the RAMP application has been presented to your school district's board of education or a member of the board of education through original signature by a school board representative.

• Best practice: Include as part of spring advisory council agenda.
Upload Documents and Write!

• 10 Sections
• Reflection for each section
• Understand big picture
• Choose the *best* examples of your work
• Ensure your writing and work has evidence of alignment to school, district and state
• Follow the rubric!
Important!

You give ASCA permission to share and reproduce your materials once submitted.
Application Fee Payment

- Check, online, purchase order, phone
- Include name of school and “RAMP”
- $500 or $250 application fee, depending on ASCA membership status
- District or other payment assistance?
Before You Submit

- All materials included?
- All fields completed?
- Did you save a copy of all your files?
- Submit by midnight of October 15
- When ready, click “Finalize” to submit
After you finalize....What's next?
• Initial feedback late January/early February
• Final notifications late March
• Not successful? Try again!
Need help? RAMP Office Hours

• Join a live zoom meeting
• Ask questions and get answers
• Hear others’ questions
• New schedule coming soon
Recognized ASCA Model Program

Benefits of RAMP

The Recognized ASCA Model Program (RAMP) recognizes schools committed to delivering school counseling programs aligned with the ASCA National Model framework. The RAMP designation demonstrates to administrators, school boards, families and the community at large that the schools are committed to supporting the mission of the school and district. To date, approximately 1,300 schools have earned the RAMP designation. View current RAMP schools here. See the Class of 2023 RAMP schools by the numbers.

The RAMP application process is the culmination of successfully implementing the ASCA National Model framework to show evidence of direct and indirect services to students, program planning and improved student outcomes in the school counseling program.

Schools considering seeking the RAMP designation are encouraged to review the program assessment tool to determine whether your school counseling program is aligned with the ASCA National Model and to determine when to apply. Schools will need at least one entire
Apply for RAMP

The first step to applying for RAMP is to use the program assessment tool to determine whether your program is ready to seek the RAMP designation. The assessment tool outlines the 10 components of RAMP including:

- Vision and Mission Statement (6 points) – Get Tips
- Annual Student Outcome Goals (7 points) – Get Tips
- Classroom and Group Mindsets & Behaviors Action Plan (5 points) – Get Tips
- Annual Administrative Conference (5 points) – Get Tips
- Advisory Council (6 points) – Get Tips
- Calendars (annual and weekly) (3 points) – Get Tips
- Lesson Plans (classroom and group) (5 points) – Get Tips
- Classroom Instruction Results Report (7 points) – Get Tips
- Small-Group Results Report (7 points) – Get Tips
- Closing-the-Gap Action Plan/Results Report (9 points) – Get Tips

These 10 components are represented in the application templates schools will use to prepare materials to be submitted in the online RAMP Application Portal.

The RAMP application covers an entire school year. Use this suggested RAMP application timeline and use-of-time 5-day calculator timeline to help you plan for your data collection year.

Each application is judged by a review team. Team scoring is facilitated by a lead RAMP reviewer. Schools that earn scores of 54 or higher out of a possible 60 are awarded RAMP status. Some schools that fail to earn RAMP in the first scoring will be invited to resubmit based on the score and components that require improvement. Schools that resubmit and still don’t attain a 54 or higher score are eligible to become Programs of Promise and receive mentoring to potentially be eligible for RAMP the following year. View the 2023 scoring rubric.

Schools applying for RAMP in October 2024 should use the 2024 scoring rubric. Changes to the rubric include clarifying language throughout the document, as well as requirements and points for annual student...
Need more help?

Webinars And Videos

Template Examples

https://www.schoolcounselor.org/Recognition/RAMP/Resources-and-Training
Questions along the way?

• dhawkes@schoolcounselor.org
• Feedback
• Rubric clarification
• General logistics questions
Go Forth and Get RAMPed!

Deirdra Hawkes
dhawkes@schoolcounselor.org
@DHawkesASCA