

SCHOOL LETTERHEAD

Dear (STUDENT),

Congratulations on your decision to continue pursuing (FIELD OF STUDY) at (EMPLOYER OR SCHOOL). On behalf of (High SCHOOL), we invite you to participate in our inaugural "CTE Signing Day" initiative celebrating the value of career and technical education. Please join us on (DATE) from (TIME) to take part in this event.

The event will be held (LOCATION: room, building, campus, town). As is done with collegiate athletic signings, the event mirrors the NCAA's National Signing Day for students who commit to play sports in college. Together with your peers you will have to opportunity to share your intentions to continue pursuing CTE excellence.

This event is designed to honor students entering a career and technical education (CTE) field, emphasizing the college's or employer's commitment to help you gain the skills necessary to compete in high demand occupations.

(Please invite family, friends, and teachers.) (OR We encourage you to bring your parents, guardians, or another family representative; however, space is limited and we request that you only invite two guests.)

We are very pleased that you've chosen this field of study and we want to celebrate you and your decisions at this event.

You are the future of our state and we look forward to sharing this and future successes with you.

(With Wildcat Pride),

NAME

(ATTACH AGENDA)