



LOCAL CRITERIA FOR THE STATE SEAL OF CIVIC ENGAGEMENT

Steps for Student Completion

Step One: Review the local criteria outlined on the [SCCOE website](#).

Step Two: Assist your student in completing all required tasks, reflections, and activities needed to complete all five local criteria. Use the [Local Criteria Rubric](#) to determine your student's success. You will be required to upload your student's completed rubric when submitting their name to the County Office of Education.

Step Three: Once your student's work is completed and you have verified that your student has met all five criteria for the State Seal of Civic Engagement, complete the [SCCOE State Seal of Civic Engagement Student Completion Form](#). Submitting this form submits your student's name to the Santa Clara County office of Education for our spring celebration of all students who have earned the State Seal of Civic Engagement. All students submitted through this Google Form will be recognized at a County celebration and will receive a medal to wear at graduation.

Step Four: Per the CDE, LEAs are to order the SSCE Insignia directly through the CDE using [this link](#).

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Thank you for your dedication to the education of students!