

# Incorporating SkillsUSA into Course Syllabus

This resource is designed to help you easily integrate SkillsUSA into your course syllabus, showing students and parents how the organization supports their technical training and career readiness. It breaks down key sections of a syllabus, such as the course description, learning objectives, and recommended materials, into clear steps: an overview of why to include SkillsUSA, how to apply it, and an example you can copy or adapt. By adding this language, you can position SkillsUSA as an essential part of your program, helping students understand that participation builds personal skills, workplace skills, and technical skills grounded in academics that directly connect to their future success.

## 1. COURSE DESCRIPTION SECTION

- Overview

The course description introduces students to the purpose and goals of the class. Including SkillsUSA here reinforces that SkillsUSA is an extension of the course, not just an optional club. It helps students see that SkillsUSA activities are directly tied to their career and technical education.

- How to Apply

- Add 1–2 sentences explaining that SkillsUSA connects classroom learning to real-world careers.
- Mention that participation builds personal skills, workplace skills, and technical skills grounded in academics.
- Keep the tone positive and student-centered.

- Example

*“This course integrates technical training with career readiness through participation in SkillsUSA, the student organization for career and technical education. SkillsUSA provides opportunities to build leadership, teamwork, and workplace skills that connect classroom learning to future careers. Students will learn how to apply their technical skills in real-world settings and are encouraged to participate in SkillsUSA events, competitions, and leadership activities as part of their professional growth.”*

## 2. COURSE OBJECTIVES OR STUDENT LEARNING OUTCOMES

- Overview

Objectives or outcomes explain what students will gain from the course. Aligning SkillsUSA to these outcomes shows that the organization is part of achieving the course’s professional and technical goals.

- How to Apply

- Add SkillsUSA language to one or two existing objectives.
- Use action verbs (develop, demonstrate, participate) that tie to employability and leadership skills.
- Reference the SkillsUSA Framework (Personal, Workplace, and Technical Skills) to show alignment with national standards and industry needs.

- Example

*"By the end of this course, students will be able to:*

*Develop personal and workplace skills through participation in SkillsUSA activities aligned with the SkillsUSA Framework.*

*Demonstrate professionalism, teamwork, and career readiness by engaging in SkillsUSA chapter meetings, competitions, or community service projects.*

*Apply SkillsUSA Framework skills in a competitive or project-based setting through SkillsUSA opportunities."*

### 3. REQUIRED OR RECOMMENDED MATERIALS

- Overview

The materials or resources section is where you list textbooks, tools, or recommended resources. Including SkillsUSA here emphasizes that membership is a valuable resource for career preparation, just like textbooks or equipment.

- How to Apply

- Add a short statement encouraging SkillsUSA membership as a "recommended resource."
- Be specific about what membership provides: competitions, leadership training, and career connections.
- If your program requires SkillsUSA membership, clearly state it here.

- Example

*"Recommended Resource: Students are encouraged to join SkillsUSA to take advantage of leadership training, competitions, and career networking opportunities. Membership provides access to local, state, and national events that help students build employability skills and connect with industry professionals. Information on how to join will be provided in class."*