

2025-26 NATIONAL PLTW ADMINISTRATOR AWARDS FAQ

1. What is the National PLTW Administrator Award Portal?

The [National PLTW Administrator Award Portal](#) is a secure web-based system that houses the submission point for your nomination.

2. Who can submit a nomination?

Any member of the educational community (staff, faculty, administrators, or students) may nominate a PLTW administrator for this award. PLTW no longer accepts self-nominations for this award.

3. Can I nominate myself for National PLTW Administrator of the Year?

To ensure that all nominations recognize individuals based on the recommendations and support of their supervisors, colleagues, students, and community members, self-nominations are not accepted for the National PLTW Administrator of the Year Award.

4. When does the National PLTW Administrator Award nomination portal open and close?

The nomination portal opens Tuesday, April 1, 2025 and closes Friday, May 2, 2025 at 11:59 p.m. ET. The National PLTW Administrator of the Year award winner will be notified in late June 2025, and PLTW will publicly recognize the National PLTW Administrator of the Year and Outstanding Educators in the fall of 2025.

5. Why do I need to create a login?

Creating a login allows you to create and submit your nomination for the National PLTW Administrator Award through the secure web-based portal. Registering for the portal is the only way to submit a nomination.

6. How do I create a login for National PLTW Administrator Awards?



1. Visit the [National PLTW Administrator Award Portal](#).
2. Click **Submit Nomination and then Need to create an account?**
3. Fill out the form in its entirety.
4. Review the [National PLTW Administrator Award Overview](#).
5. Now you are ready to submit your nomination!

7. What do I need to include when I submit my nomination?

Navigate to the Submission Requirements section of the [National PLTW Administrator Award Overview](#) for all National PLTW Administrator Award questions.

8. Can I download a list of nomination criteria?

Yes, the [National PLTW Administrator Award Overview](#) includes all guidelines for submitting a nomination.

9. How do I submit a proposal?

1. Log in to the [National PLTW Administrator Award Portal](#).
 - If you haven't created a login, please refer to the instructions in question 6.
2. Make sure you have all the information needed to complete your nomination.
3. Select Submit Nomination.
4. Fill out the application in its entirety.
 - Should you need to stop in the middle of your application, select Save. You are able to continue your nomination at a later date.
 - The [National PLTW Administrator Award Portal](#) closes May 2, 2025 at 11:59 p.m. ET. Late submissions will not be accepted.
5. Once you've entered all information, please select Submit.
6. Congratulations on submitting a nomination!

10. Can I nominate more than one administrator?

Yes, you can nominate more than one administrator using the same steps in question 9.

11. I have started my nomination, but I need to finish it later. What are my options?

Select Save to be able to make changes to the nomination. Please note, you must submit your nomination by selecting Save and Submit by May 2, 2025 at 11:59 p.m. ET.



If you select Submit on the last page of the application, you are not able to return to the document to edit or add content.

12. When will I know the status of my nomination?

The National PLTW Administrator of the Year award winner will be notified in late June 2025, and PLTW will publicly recognize the National PLTW Administrator of the Year and Outstanding Educators in the fall of 2025.

13. Can I make changes to my nomination once I have selected Save and Submit?

You can edit your submission after it has been completed. Simply log back into your account. However, once the submission period closes, you will no longer be able to edit your submission.

Edits need to be made and the nomination re-submitted by Friday, May 2, 2025 at 11:59 pm ET. Late submissions will not be considered for recognition.

14. After I submit my nomination, what do I do?

Invite your colleagues and network to submit a nomination.

15. I was an Outstanding PLTW Administrator in a previous year. Am I still an Outstanding PLTW Administrator or do I need to be nominated again?

PLTW will always consider you an Outstanding PLTW Administrator, but if you would like the recognition specifically for this academic year and consideration for the National PLTW Administrator Award then a new nomination application will need to be submitted.

16. I was an Outstanding PLTW Administrator in a previous year. How long does my submission stay in consideration for National PLTW Administrator of the Year?

To ensure that all applications are current and highlight the best attributes of educators in their current role, administrators who earned the Outstanding PLTW Administrator recognition in prior school years must receive a new nomination for consideration for the 2025-26 National PLTW Administrator of the Year award through the standard nomination process.

17. Does having multiple nominations submitted on my behalf increase my chances of being selected for National PLTW Administrator of the Year?

We appreciate the enthusiasm and support shown through multiple nominations. However, the number of nominations received for an individual does not influence the selection process. Each nomination is evaluated based on its own merits, and all nominees are given equal consideration.

