

CTE Concentrator Frequently Asked Questions 2019-20

Effective in the 2017-18 school year, the definition of a student who concentrated in CTE was updated to ensure we were preparing students for postsecondary and career success. The revised definition requires that a student who concentrates in CTE complete three or more courses within a single program of study.

What does three courses within a program of study mean for a student? CTE courses are placed into sequenced programs of study. These course sequences are structured to build upon the knowledge and skills obtained from one course to the next. Various programs of study have industry certifications, work-based learning experiences, and early postsecondary opportunities built within the course sequencing to ensure students are prepared to seamlessly transition into aligned postsecondary and career opportunities. An example of this sequence is provided below.

| Program of Study | Level 1 | Level 2 | Level 3 | Level 4 |
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| Machining Technology | Principles of Manufacturing (C13H05) | Principles of Machining I (C13H09) | Principles of Machining II (C13H06) -or- Dual Enrollment Machining Technology (C13H01) | Manufacturing Practicum (C13H08) -or- Dual Enrollment Machining Technology (C13H01) |
| | Industry Certification: Machining Level I - Measurement, Materials, and Safety Certification (NIMS) -and/or- OSHA 10 -and/or- Precision Measurement Instruments Certification (includes all subtests) | Industry Certification: Production Certification (CPT) Safety Module | Industry Certification: Production Certification (CPT) Quality Practices and Measurement Module -and/or- OSHA 30 General Industry | Industry Certification: Production Certification (CPT) Manufacturing Processes and Production Module and Maintenance Awareness Module -and/or- OSHA 30 General Industry |

Districts will find that the language directly supports state board of education graduation requirements regarding areas of elective focus. The new definition also allows for all students who concentrate in CTE to concurrently complete their elective focuses. School counselors, administrators, and teachers are encouraged to review the [2019-20 programs of study](#) and consider how the appropriate scheduling of students will ensure they can engage in deeper applications of skills through upper level coursework.

Frequently asked questions about the definition of a CTE concentrator:

| Question | Answer |
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| What is the state's definition of a CTE concentrator? | Effective in the 2017-18 school year, a student who concentrates in CTE is a student who completes three or more courses within a CTE program of study. |
| Does a district's CTE concentrator status impact its CTE funding? | No. The number of students who concentrate in CTE is not tied to district funding. CTE programs are funded through the Carl D. Perkins IV federal grant. Funds are distributed to districts using a formula based on census data. |
| Does a student have to complete a program of study by taking courses in the sequence listed to earn concentrator status? | Preferably, but not necessarily. CTE programs of study are intentionally designed to build upon a set of knowledge and skills that deepen in content and naturally prepare and progress a student through this learning. If students are not taking courses in the appropriate sequence, students will not be as prepared and therefore will not be as successful in their capstone experiences, such as work-based learning opportunities, and industry certification exams. |
| How are students identified as CTE concentrators? | Students are marked as concentrators in CTE by their appropriate CTE teachers using the department's eTIGER system. Students should be marked as concentrators when they complete their third course within a program of study. For additional information on how to mark a student as a concentrator in eTIGER, see instructions here . |
| If a student does not concentrate in CTE, can they still fulfill their elective focus required for graduation? | Any student who completes three courses within a CTE program of study will automatically meet the elective focus required for graduation. However, districts select their elective focus areas; therefore, a student could meet the elective focus requirement for graduation without receiving CTE concentrator status, especially if his/her elective focus is in an area other than CTE. |
| If a student transfers from another district or state and does not have the opportunity to complete three courses within a specific program of study, what happens? | Unless the student can start and complete a program of study offered through the school, the student will be unable to complete the required three courses needed to be marked as a concentrator. If a student does not concentrate in an offered CTE program of study, then the student is not included in the concentrator file, which is what is reported to the U.S. Department of Education to report CTE student achievement. |
| If a student transfers from another district or state and does not have the opportunity to complete three courses within a specific program of study and does not have enough courses for an elective focus, can the student still | Districts select their elective focus areas; therefore, a student could meet the elective focus requirement for graduation without receiving CTE concentrator status by selecting course in other focus areas recognized by the district. However, if a student transfers into a district as a senior and cannot meet the requirements for any elective focus area, a |

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| graduate? | district may apply for an elective focus area hardship waiver for the student and submit a transcript supporting the waiver request. If approved, the waiver allows the district to count a special sequence of courses for the student to meet the elective focus requirement for graduation. This option is for special cases only. |
| If a student has an approved elective focus hardship waiver, can the district count the approved course sequence for CTE concentrator status? | No. A student can only be identified as a concentrator in CTE when the student has completed three courses within a program of study. |
| If a student takes three courses and fails one of the courses in a program of study, can the student still be considered a concentrator in CTE? | The definition of a CTE concentrator is based on completion of courses, not credits or grades. Therefore, if a student fails to pass a course but manages to continue on and complete the rest of the courses within the program of study, the student would still meet the concentrator requirements and could be marked as such. It is strongly encouraged, however, that districts strongly consider the knowledge and skills a student would need to be successful in a program of study. If the student is failing a course within a program of study, the CTE teacher should determine if the student is ready to progress to the next course in the program of study sequence, recognizing that the knowledge and skills of each course build upon each other. |
| What is the the definition of a CTE completer? | The term CTE completer is used by districts to mean various things; however, the department definition of a completer in CTE is a student who has taken <u>all</u> courses within a program of study. This means a student would have to take all four courses within a program of study to be considered a CTE completer. |
| If a district has an approved special program of study, can students who complete three courses within the special program of study be identified as CTE concentrators? | Yes. Students who complete three or more courses in an approved special program of study can be marked as a CTE concentrator in eTIGER. |