

CATE Student Reporting Procedures Guide

**Office of Career and Technology Education
South Carolina Department of Education**

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State Superintendent of Education**

Revised

Changes Effective 2011-12 School Year

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Preface

This student reporting procedures guide is the Office of Career and Technology Education's (OCTE) official guide for PowerSchool data entry and reporting. Data from schools are collected annually to meet state and federal requirements: the career center report card performance measures and high school report card career and technology education (CATE) student performance indicators under the South Carolina Education Accountability Act of 1998 and the eight core indicators of performance under the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV).

It is critical that data reported to the South Carolina Department of Education (SCDE) be complete and accurate. State and school district funding are affected by the data submitted. School districts, high schools, and career centers must collaborate and communicate to review data at the local level before submitting data to the SCDE. Your efforts in ensuring that your school's and district's data are of the highest quality possible are appreciated.

CATE DATA REPORTING DEADLINES

The deadlines for submission of CATE data are as follows:

Student placement follow-up report.....April 16, 2012

End-of-the-year report.....due with the fourth quarterly data collection

NOTICE

The activity/course codes specified in this document are also listed in two other South Carolina Department of Education documents related to course sequencing and educator credentials: *South Carolina Department of Education Activity Coding System for the Student Information System* and *Required Credentials for Professional Staff Members in the Instructional Programs of South Carolina's Public Schools*. Therefore, when course titles change, titles/codes are deactivated, or new titles/codes are created, those changes will be made not only in this document but in these two other SCDE documents as well.

This document is also available online at:
<http://www.ed.sc.gov/agency/offices/cate/datacollection/DataCollection.html>.

PowerSchool

South Carolina State Reporting

Career and Technology Education

Audience

The intended audience for Career and Technology Education training includes career center, school, and district staff responsible for entering, correcting, and assuring accuracy of the Career and Technology Education data.

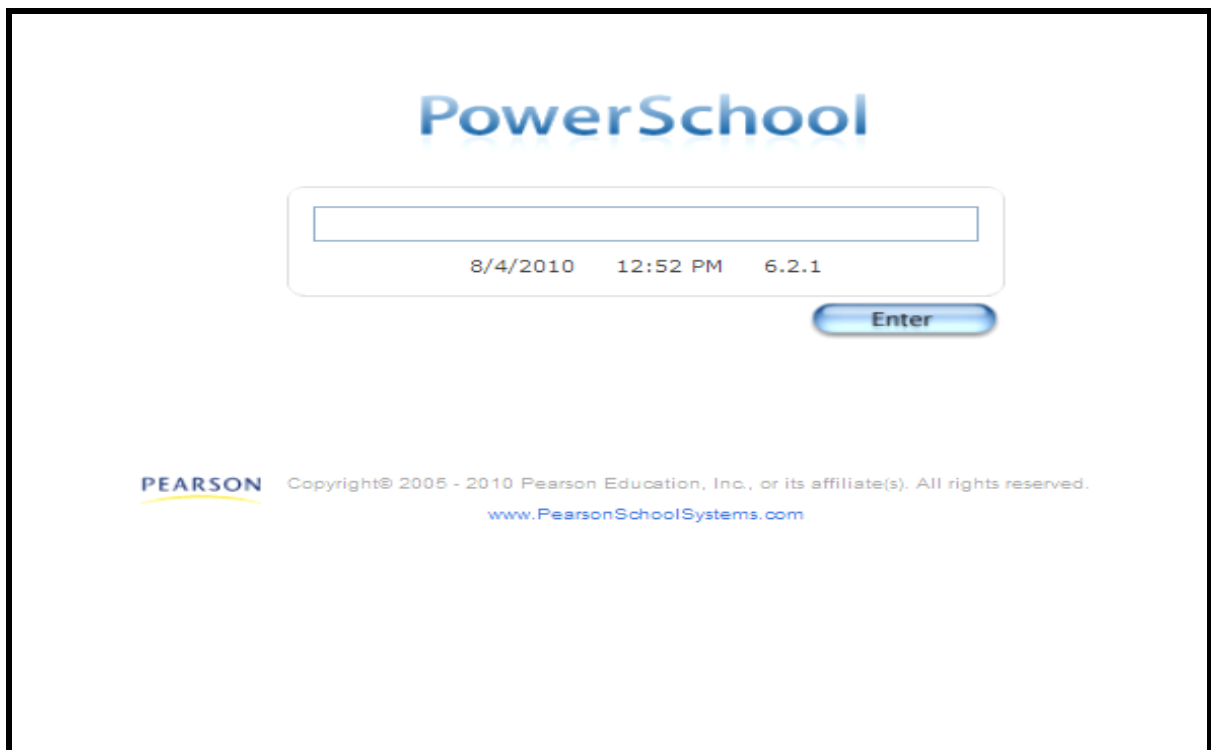
Former SASI ID - SC Career and Technology Education Atom



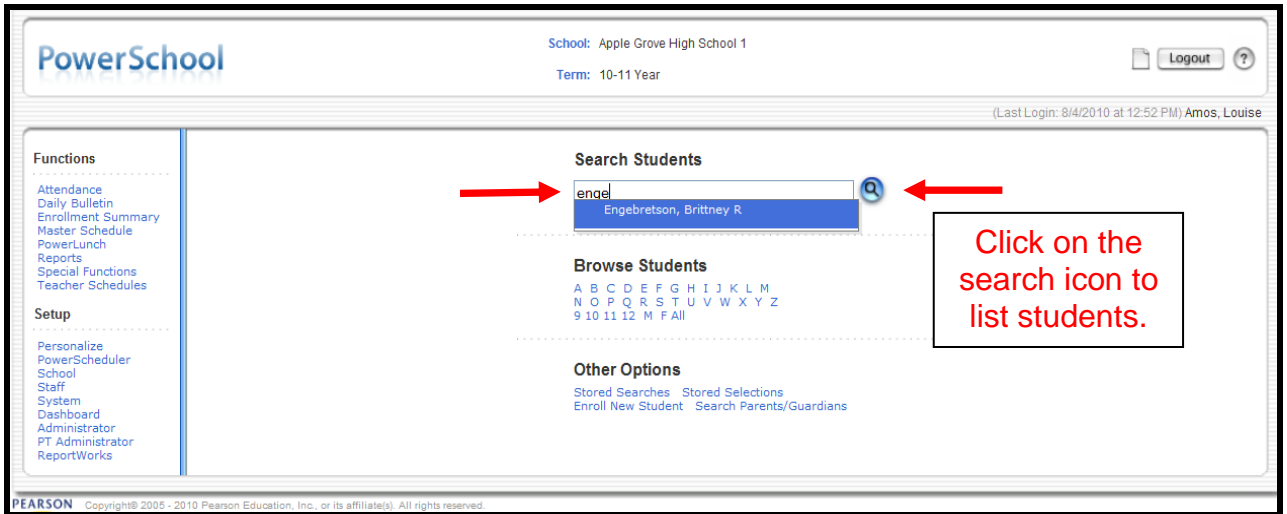
Entering CATE data

In this manual you will learn how to navigate to State/Province – SC page in PowerSchool, select CATE, and enter the appropriate data.

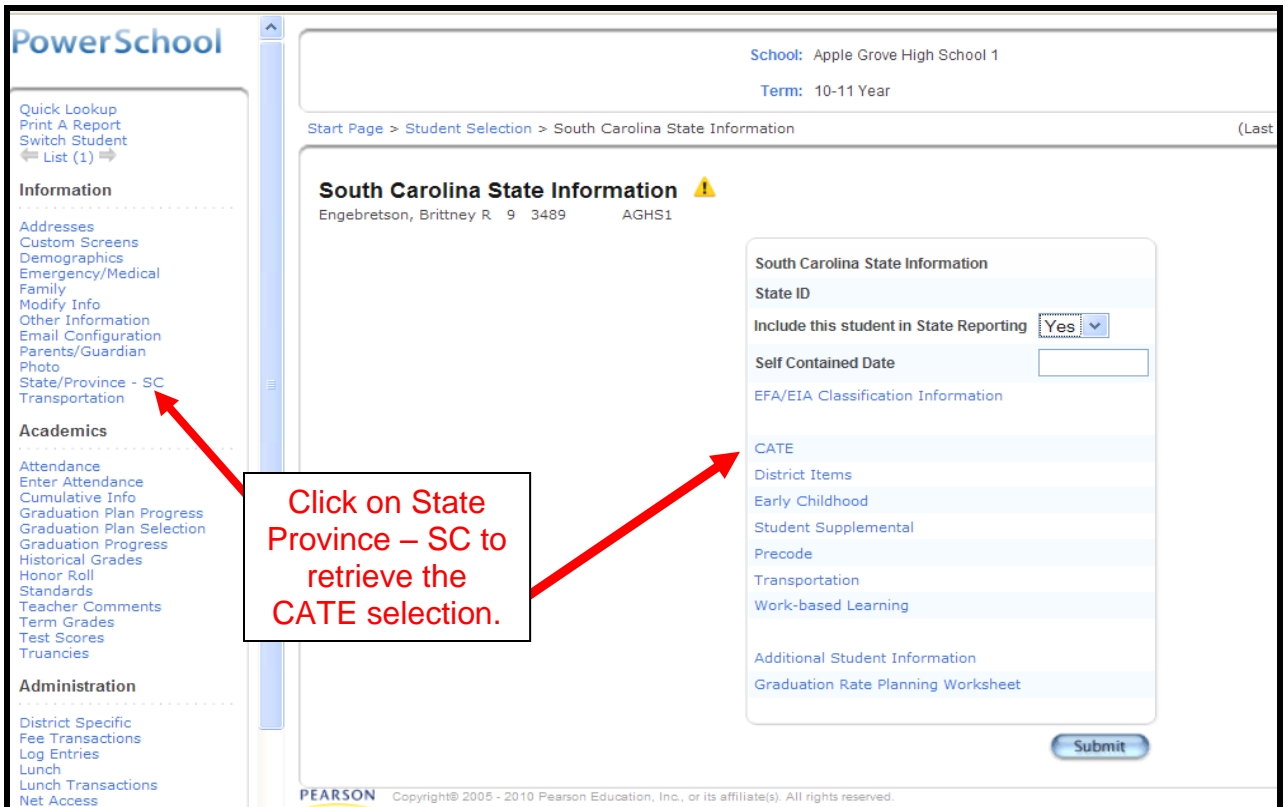
1. Begin this task by logging in to PowerSchool.

A screenshot of the PowerSchool login interface. At the top center, the word "PowerSchool" is displayed in a blue, sans-serif font. Below the logo is a large, empty rectangular input field. Underneath the input field, the text "8/4/2010 12:52 PM 6.2.1" is displayed in a small, black font. To the right of the input field is a blue, rounded rectangular button with the word "Enter" in white text. At the bottom left of the screen is the "PEARSON" logo in blue, followed by the copyright notice: "Copyright© 2005 - 2010 Pearson Education, Inc., or its affiliate(s). All rights reserved." and the website address "www.PearsonSchoolSystems.com" in a smaller blue font.

2. Once on the PowerSchool home page, select one or more students.



3. Click on **State/Province-SC** in the student menu to retrieve links to the SC PowerSchool pages; then click on the CATE link.



4. The Office of Career and Technology Education requires that you populate the following fields on the CATE custom page:

SC Career & Technology Educ. Data Entry

Alfonso, Scott 12 7 AGHS1

CATE | Early Childhood | Student Supplemental | Precode | Transport | Work-Based Learning

Single Parent Displaced Homemaker

Exceptions Diploma Earned

CATE Concentrator

CIP code

Custom/Cross-Cluster CIP Code (Approval Required)

Completer Completion Year

Remote School Number

Certification 1

Certification 2

Certification 3

CATE Placement Code

Placement Employer

Placement Phone

Placement Job Title

Placement Supervisor Name

Placement Start Date

Placement Higher Ed Name

Placement Higher Ed Program

Placement Military Branch

Placement Military Training

FIELD DESCRIPTIONS AND ENTRIES ON CATE PAGE

Single Parent

The term "single parent" refers to a student: either a pregnant female student who is unmarried or a male or female student who is unmarried or legally separated from a spouse and has a minor child or children of whom he or she has either full custody or joint custody.

- ▶ From the dropdown selections, choose Y (Yes), if applicable. You may change from the default of blank to N (No) to ensure the student record has been verified or simply leave the field blank to indicate not applicable. The dropdown choices are listed as the following:

blank = blank [default]
 Y = Yes
 N = No

Displaced Homemaker

The term “displaced homemaker” refers to an individual who has worked primarily without remuneration to care for a home and family and for that reason has diminished marketable skills, who has been dependent on the income of another family member but is no longer supported by that income, or who is a parent whose youngest dependent child will become ineligible to receive assistance under Part A of Title IV of the Social Security Act within two years after the date on which the parent applies for assistance under this title and who is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.

- ▶ If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:
 - blank = blank [default]
 - Y = Yes
 - N = No

Exceptions

Data are to be entered on an annual basis for all students for Perkins accountability indicators and report card measures.

Enter **I** if the student has an IEP (individualized education program) indicating:

1. The student will **not** complete the requirements needed to obtain either a South Carolina High School Diploma or a South Carolina High School Certificate.
and/or
2. All of the core standards for a specified CATE course/program will **not** be taught (i.e., mastery of only a portion of the core standards in a program is appropriate for the student).

Use the exception code **I** *exclusively* for students whose IEPs indicate one or both of the above conditions. Many students with IEPs **do** receive the instruction necessary to complete the core CATE course standards and the requirements for a South Carolina High School Diploma/Certificate, and these students *should not be coded as "I"*.

Enter **W** if the student withdrew from the CATE program or from the school during the school year.

- ▶ The dropdown choices are listed as the following:
 - blank = blank [default]
 - I = IEP
 - W = Withdrawn

Diploma Earned (Formerly Diploma)

In an effort to reduce duplication of data entry the “Diploma” field previously on the CATE atom has been changed and linked to the “Diploma Earned” field in PowerSchool. You will notice that this field is grayed out on the CATE page indicating “View Only” mode. Districts will be entering the data on the Student Supplemental page in PowerSchool and it will populate the “Diploma Earned” field on the CATE page.

Data should be entered in the diploma earned field for **all** twelfth-grade students. The data for each student will be used to assess the school’s and district’s performance for the Perkins accountability indicators and the career center report card measure for high school

graduation. Indicate in this field whether each twelfth-grade student met the criteria for receiving a South Carolina high school diploma or a state certificate.

- ❖ For a student to receive a state high school diploma, the student must: (1) complete a minimum of twenty-four units of credit as prescribed and (2) meet the standard on all subtests of the Exit Examination.
- ❖ For a student to receive a state high school certificate, the student must: (1) complete a minimum of twenty-four units of credit as prescribed and (2) have failed to meet the standard on all subtests of the Exit Examination.

Note: For any twelfth-grade student whose Diploma Earned field is left blank and who meets all graduation requirements during the summer and receives a South Carolina high school diploma prior to the next school year, the school administrator may change the entry code to the appropriate codes of F – State of SC Diploma or H – State of SC Certificate and send a notification letter to the Office of Career and Technology Education by September 1. The notification should include the student’s name, State ID, and a request to update the Diploma Earned field.

REMEMBER: From the Student Supplemental tab (State/Province – SC page), you can click the appropriate Diploma Earned selection for your students; and the link will automatically update the View Only status on the CATE page. No selection (blank) will leave the Diploma Earned field blank; a selection of F – State of SC Diploma, H – State of SC Certificate, or N – District non-diploma document will automatically populate the field with the choices selected.

The screenshot shows a software interface with several tabs: CATE, Early Childhood, Student Supplemental (selected and circled in red), Precode, Transport, and Work-Based Learning. Below the tabs is a form with several fields. The 'Diploma Earned' field is circled in red and has a dropdown menu open. The dropdown menu lists three options: 'F - State of SC Diploma', 'H - State of SC Certificate', and 'N - District non-diploma document'. Other fields include 'Diploma Ordered', 'Diploma Order Num', 'Award Earned', 'Award Ordered', 'Scholarship Ordered', and 'Retained Reason', each with a dropdown arrow.

CATE Concentrator

A **CATE Concentrator** is a secondary student with an assigned CIP code who has earned 3 Carnegie units of credit in a state-recognized CATE program. A state-recognized CATE program must be comprised of an approved sequence of career and technology education courses leading to a career goal and must include a minimum of 4 Carnegie units of credit.

- ▶ If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:
 - blank = blank [default]
 - Y = Yes
 - N = No

CIP Code

The Classification of Instructional Programs (CIP) codes designate the specific CATE programs and are used for federal reporting and for assessing the federal Perkins accountability indicators. Every student identified as a CATE Concentrator must be assigned a CIP code approved by the OCTE.

- ▶ From the drop-down box select the appropriate six-digit CIP code.
- ▶ **Guidelines for Assigning CIP Codes for CATE Concentrators**
 - ❖ **Only** assign a CIP code to designate the **state-recognized CATE program** in which a CATE Concentrator (defined on page 5) earned *at least* 3 units. The local CATE program represented by the CIP code on the CATE page must offer a **sequence of approved courses** that provides the opportunity for students to complete a minimum of 4 units. (See **CATE Programs: CIP Codes and Courses** in Appendix C, pages 57-80, and see pages 6 and 43 for the process for approval of **Custom/Cross-Cluster CIP Codes**.)
 - ❖ If a student is a CATE Concentrator in **two state-recognized CATE programs**, enter the CIP code/CATE program on the basis of the student's post-graduation plans.
 - ❖ **Do not use the CIP Code field for any purpose other than to designate a state-recognized CATE program that offers students the approved sequence of CATE courses required to complete a minimum of 4 units.**

Custom/Cross-Cluster CIP Code

The intent for requesting Custom/Cross-Cluster Program Approval is for a program which is designed to specifically match a student's career goals if those goals do not fall within any of the current CATE approved programs. Such customizing may even involve allowing a student to select related courses from different CATE cluster areas. Many students may choose not to take advantage of the increased offerings. However, those students who have been encouraged to pursue instruction that is strictly related to an established program of study now have the opportunity to receive this type of instruction.

Several criteria to remember when making a request for a CATE Custom/Cross-Cluster CIP code:

- Local businesses, advisory committees, and school district/career center personnel should be consulted when a customized program for a student is being determined.
- Each course in a customized program must include contextual learning.
- Student has earned or will earn the third unit of the designed program before submitting request.
- ❖ **Custom Program** - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses within a cluster.
- ❖ **Cross-Cluster Program** - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses across two or more cluster areas.
- ▶ Enter the six-digit CIP code received through SCDE approval.

Completer

A **Completer** is a CATE concentrator who has earned **all** of the required units in a state-recognized CATE program identified by the assigned CIP code.

- ▶ If applicable, select Y for Yes; otherwise leave blank or select N for No from the dropdown choices listed as follows:
 - blank = blank [default]
 - Y = Yes
 - N = No

Note: A CATE concentrator pursuing a 4-unit CATE program would be designated a **Completer** when the 4th unit is earned.

A CATE concentrator pursuing a CATE program offering 6 units would be designated a **Completer** when the 6th unit is earned.

Completion Year

The **Completion Year** field will indicate the semester and the year in which the student completed the required units in a state-recognized CATE program. For school year 2011-12 the entry would be **FA11** if student completed in the fall of 2011 or **SP12** if the student completed in the spring of 2012.

- ▶ Enter the appropriate semester and year.

The screenshot displays the 'SC Career & Technology Educ. Data Entry' form. At the top, there are tabs for 'CATE', 'Early Childhood', 'Student Supplemental', 'Precode', 'Transport', and 'Work-Based Learning'. The 'CATE' tab is selected. Below the tabs, there are several rows of input fields. The 'Completion Year' field is highlighted with a red circle and contains the text 'FA11'. Other fields include 'Single Parent', 'Displaced Homemaker', 'Exceptions', 'Diploma Earned', 'CATE Concentrator', 'CIP code', 'Custom/Cross-Cluster CIP Code', 'Completer', 'Remote School Number', 'Certification 1', and 'Certification 2'.

Remote School Number

The **Remote School Number** field specifies the location where the CATE program is offered. An entry should be made in this field **only** if the program is offered at a location other than the student's high school. This entry will identify the other high school or the career center that offers the particular program.

Note: Leave this field blank if the program is offered at the student's home high school.

- ▶ Enter the seven-digit SIDN (school identification number, sometimes referred to as the BEDS code)

Example: Jane Doe is a student at ABC High School (school SIDN – 0102003) and attends DEF Career and Technology Center (school SIDN – 0102995) where she is concentrating in the Culinary Arts program.

On the CATE Page for Jane Doe who has been designated as a **CATE Concentrator** and assigned the **CIP Code** 520905 the **Remote School Number** field would be an entry of 0102995.

The screenshot shows the 'SC Career & Technology Educ. Data Entry' form. At the top, there are tabs for 'CATE', 'Early Childhood', 'Student Supplemental', 'Precode', 'Transport', and 'Work-Based Learning'. The 'CATE' tab is selected. Below the tabs, there are several rows of input fields. The 'Remote School Number' field is highlighted with a red circle and contains the value '0102995'. Other fields include 'Single Parent', 'Displaced Homemaker', 'Exceptions', 'Diploma Earned', 'CATE Concentrator', 'CIP code', 'Custom/Cross-Cluster CIP Code', 'Completer', 'Completion Year', 'Certification 1', and 'Certification 2'.

Certification 1, Certification 2, Certification 3, Certification 4, Certification 5

Provide certification information for your CATE students by selecting the appropriate certification(s) in the drop-down box on the CATE Page.

Web addresses are provided both for your information and for the documentation of much of the text that follows here. These URLs were operational as of the writing of this document. The South Carolina Department of Education is not responsible for changes made to Web addresses or content after this manual is published.

01 – CompTIA A+

CompTIA A+ is an international industry credential that validates the knowledge of computer service technicians. Earning CompTIA A+ certification proves that a candidate has a broad base knowledge and competency in core hardware and operating system technologies including installation, configuration, diagnosing, preventive maintenance, and basic networking.

<http://www.comptia.org>

02 - Academy of Info. Technology

The Academy of Information Technology (AOIT) curriculum introduces students to the broad career opportunities in today's digital workforce and equips them with the personal, analytical, technical, and communications skills they need.

<http://www.naf.org>

03 - ARI - Industry Competency Exams (ICE)

The Air-Conditioning and Refrigeration Institute (ARI) certification programs are industry developed, driven, and managed for entry-level technicians who install, service, and maintain HVACR equipment.

<http://www.ahrinet.org/>

[04—discontinued]

05 - ASE - Auto Collision Repair

The National Institute for Automotive Service Excellence (ASE) is responsible for the Automotive Technician Training Certification Program. The purpose of this certified program is to improve the quality of training offered for students at the high school level. There are four areas in which these students can obtain ASE certification in auto collision repair: Structural Analysis and Damage Repair, Mechanical and Electrical Components, Painting and Refinishing, and Non-Structural Analysis and Damage Repair.

<http://www.asecert.org/>

06 - ASE - Auto Technology

The National Institute for Automotive Service Excellence (ASE) is responsible for the Automotive Technician Training Certification Program. The purpose of this certified program is to improve the quality of training offered for students at the high school level. There are four areas in which these students can obtain ASE certification in auto technology: Brakes, Electrical/Electronic Systems, Engine Performance, and Suspension and Steering.

<http://www.asecert.org/>

07 - AWS

The American Welding Society (AWS) certifies the skills of engineers, inspectors, technicians, and welders. The AWS offers various certification programs to meet a variety of needs, providing students with specialized preparation to expand their knowledge base and to work with diverse codes, standards, and specifications industry wide.

<http://www.aws.org>

08 - Academy of Finance

The National Academy Foundation's Academy of Finance (AOF) introduces students to the broad range of career opportunities in the financial services industry and gives them new choices for their future.

<http://www.naf.org>

09 - Academy of Hospitality and Tourism

The Academy of Hospitality and Tourism (AOHT) provides public high school students with the requisite knowledge and skills for a successful career in one of the world's largest

service industries through a curriculum that provides an in-depth look at all aspects of tourism and hospitality, including coursework in business, geography, hospitality, and economics.

<http://www.naf.org>

10 - Electronics Technician

The Electronics Technicians Association (ETA) International is a not-for-profit worldwide professional association for electronics technicians. The ETA offers two levels of basic ETA certification: (1) certification as a SET (Student Electronics Technician) for high school students and (2) certification as a CETa (Certified Electronics Technician, associate) for individuals who have less than two years' experience or trade school training as electronics technicians. All technicians must pass the associate-level requirements before they can qualify to sit for the full (Journeyman) CET certification.

<http://www.eta-i.org/>

[11—discontinued]

12 - Certified Nurse Aide

The South Carolina Department of Health and Human Services (SCDHHS) has contracted with Pearson VUE to develop, score, and report the results of the NNAAP™ (National Nurse Aide Assessment Program) Examination for the South Carolina Nurse Aide Registry. The exam is a measure of nurse aide-related knowledge, skills, and abilities. It is made up of both a written examination and a skills evaluation. All new nurse aide candidates applying to take the NNAAP™ Examination in South Carolina must have successfully completed a state-approved nurse aide training program.

<http://www.asivcs.com/indhome.asp?CPCAT=0741NURSE>

[13—discontinued]

14 - Cisco Certified Network Associate

Certification as a Cisco Certified Network Associate (CCNA) indicates that an individual has a foundation in and apprentice knowledge of networking. CCNA certified professionals can install, configure, and operate LAN, WAN, and dial access services for small networks (100 nodes or fewer), including but not limited to use of these protocols: IP, IGRP, Serial, Frame Relay, IP RIP, VLANs, RIP, Ethernet, Access Lists.

<http://www.cisco.com>

15 - Emergency Medical Technician

In South Carolina, there are three levels of Emergency Medical Technician (EMT) Certification: Basic, Intermediate, and Paramedic. To be *initially* certified as an EMT at any level *for the first time in this state*, the candidate must successfully complete the appropriate South Carolina-approved EMT training program and pass the appropriate level National Registry examination. This certification is available for high school seniors who have completed a South Carolina DHEC (Department of Health and Environmental Control) approved EMT program.

<http://www.scdhec.gov/health/ems/certification.htm>

[16—discontinued]

17 - EPA Section 608

Environmental Protection Agency (EPA) Section 608 technician certification is required in order for an individual to service building air conditioning and refrigeration systems and to purchase refrigerants. There are four types of EPA-Approved Section 608 certification, each involving a knowledge of EPA regulations relating to refrigerant recovery.

<http://www.acca.org>

18 - First Responder

The American Red Cross offers the course *First Aid—Responding to Emergencies with Adult, Child, and Infant CPR/AED* to provide the citizen responder with the knowledge and skills necessary to help sustain life and minimize the consequences of injury or sudden illness until advanced medical help arrives. This program is designed primarily for use in high schools, colleges, universities, and other settings that require a curriculum of greater length than the American Red Cross FA/CPR/AED Program. In order to receive certification, students must participate in all skill sessions and scenarios, demonstrate competency in all required skills, and correctly answer at least 80 percent of the questions in the appropriate sections on the written exam.

<http://www.redcross.org/>

Training is also offered and administered by the DHEC Office of Emergency Medical Services (EMS) under a grant from South Carolina Department of Public Safety and the National Highway Traffic Safety Administration. Actual course instruction is provided by South Carolina's four EMS Regional Offices. The comprehensive training program includes the revised Department of Transportation's 40-hour First Responder course, along with an additional 4-hour South Carolina EMS-imposed oxygen administration training course. This curriculum provides the student with vital training that will permit the rendering of lifesaving techniques at roadside until EMS arrives.

<http://www.nhtsa.gov/people/injury/ems/pub/frnsc.pdf>

19 - IC 3

The Internet and Computing Core Certification (IC³) program ensures that students have the knowledge and skills required for basic use of computer hardware, software, networks, and the Internet. IC³ is a gateway to advancement in education, employment, or other certification programs.

<http://www.certiport.com>

[20—discontinued]

[21—discontinued]

[22—discontinued]

23 - Microsoft Office Specialist

The Microsoft Office Specialist (MOS) program provides computer program literacy, measures proficiency, and identifies opportunities for skills enhancement. Successful candidates receive the MOS certificate, a credential that is recognized worldwide as proof that an individual has the desktop computing skills he or she needs to be able to work productively and efficiently.

<http://www.microsoft.com/learning/mcp/officespecialist/default.asp>

24 - National Health Science Assessment

The National Health Science Assessment/Certificate Program is an entry-level certification that verifies student mastery of the knowledge and skills that provide the foundation for all health careers (National Healthcare Foundation Standards.) It is recommended that in addition to the online assessment, the student will complete a portfolio. This skill assessment was developed by National Consortium for Health Science Education, the health science career cluster advisory group. Students seeking this certification should have mastered the National Healthcare Foundation Standards delivered through South Carolina secondary schools' health science education curriculum.

<http://www.healthsciencetest.com>

25 - NCCER – A/C Ref. Technology

26 - NCCER – Carpentry

27 - NCCER – Electricity

28 - NCCER – Mechatronics

29 - NCCER – Masonry

30 - NCCER – Plumbing

31 - NCCER – Welding Technology

[56 - NCCER – Core]

[58 - NCCER – NCCT National Construction Career Test]

The National Center for Construction Education and Research (NCCER) is a not-for-profit education foundation that was created in 1995 to address the severe workforce shortage facing the industry and to develop a standardized training process and curricula. Among its services, the NCCER develops curricula and conducts programs of education and training for secondary, post secondary, and adult education. In addition, it provides assessments to evaluate the journey-level knowledge and skills of experienced craftspeople as part of the National Craft Assessment and Certification Program (NCACP). NCCER also provides academic assessments and credentialing for high school career and technical education students as part of the standardized industry approved curricula and National Construction Career Tests (NCCT).

<http://www.nccer.org>

32 - CompTIA Network+

CompTIA Network+ certification is an international industry credential that validates the knowledge of networking professionals.

<http://www.comptia.org>

33 - NIMS

A National Institute for Metalworking Skills (NIMS) credential is recognition that an individual's competencies have been validated against a set of industry-written skill standards. The credential is awarded on the basis of performance tests and related theory exams. Because the performance requirements and exams are the same nationwide, the credential is portable.

<http://www.nims-skills.org/web/nims/home>

34 - Outdoor Power Equipment

The Outdoor Power Equipment Technician Certification Program, conducted by the Equipment and Engine Training Council (EETC), offers technicians industry-sanctioned certification on the basis of tests given year-round across the United States. Tests are offered in 2-cycle engines, 4-cycle engines, drivelines/hydraulics/hydrostatics, electrical systems, compact diesel engines, and generators.

<http://www.eetc.org/>

35 - Pharmacy Technician

Two organizations, the Pharmacy Technician Certification Board (PTCB) and the Institute for the Certification of Pharmacy Technicians (ExCPT exam), administer national certification examinations. Certification is voluntary in most states, but is required by some states and employers. Some technicians are hired without formal training, but under the condition that they obtain certification within a specified period of time. To be eligible for either exam, candidates must have a high school diploma or GED, no felony convictions of any kind within 5 years of applying, and no drug or pharmacy related felony convictions at any point. Employers, often pharmacists, know that individuals who pass the exam have a standardized body of knowledge and skills.

<http://www.ptcb.org>

<http://www.nationaltechexam.org/>

[36—discontinued]

37 - ProStart

The ProStart program, offered through participating high schools through the South Carolina's Tourism and Hospitality Educational Foundation, utilized as an industry-driven curriculum designed by the Educational Foundation of the National Restaurant Association to teach, test, and award industry-recognized certificates to students meeting high standards in hospitality education. This two-year program provides instruction in twenty-five subject areas, ranging from basic food preparation, accounting and cost control, to sanitation and workplace safety.

<http://www.schospitality.org/>

<http://prostart.restaurant.org/>

[38—discontinued]

39 - S.C. Cosmetology License

The Board of Cosmetology licenses and regulates cosmetologists, cosmetology instructors and schools, estheticians, and nail technicians.

<http://www.llr.state.sc.us/POL/Cosmetology>

40 - American Red Cross-Babysitting

Designed for eleven- to fifteen-year-olds, the Red Cross's Babysitter's Training Course teaches students to perform first aid, to select safe and age-appropriate toys and games for children, to handle bedtime issues, and to use appropriate diapering and feeding techniques.

<http://www.redcross.org/services/hss/courses/babyindex.html>

[41—discontinued]

[42—discontinued]

43 – Certified Rooms Division Specialist

The Lodging Management Program (LMP) high school curriculum provides eleventh- and twelfth-grade students with the classroom learning and real-life work experiences they need to begin a career in the hospitality industry. The Certified Rooms Division Specialist (CRDS) is a professional certification for graduates of the LMP. To qualify for the CRDS designation, graduating high school seniors must complete and pass the LMP exams for both Year 1 and Year 2, work in the lodging industry for at least thirty days, and obtain the signature of the general manager at the property where they are employed.

<http://www.lodgingmanagement.org/>

44 – First Aid/CPR/AED

The American Heart Association and the American Red Cross offer a variety of training courses for the workplace and healthcare professionals. Courses are designed to teach the skills of CPR for victims of all ages, use of an automated external defibrillator, relief of choking, and first aid skills. Courses are intended for participants who provide healthcare to family, patients, or co-workers in a wide variety of settings and can be tailored to the needs of specific groups and individuals.

American Heart Association:

<http://www.americanheart.org>

American Red Cross:

<http://www.redcross.org>

45 – CompTIA DHTI+

CompTIA Home Technology Integrator (HTI+) certification is a cross-industry, vendor-neutral credential providing recognition that a technical professional has attained a standard of excellence in the integrated home networks industry.

<http://certification.comptia.org/dhti/default.aspx>

46 – HVAC Excellence

The HVAC Excellence Student Outcome Assessment Program identifies high school students who have successfully attained the knowledge for entry-level positions in the HVACR industry. The Heating, Electrical, Air Conditioning Technology (HEAT) exam is designed to measure the students retained knowledge of heating, electrical, and air conditioning theory and application. Students who pass the examination are awarded a certificate of achievement.

<http://www.hvacexcellence.org>

47 – Oracle

The Oracle Academy provides schools and school districts with the tools required to prepare students for twenty-first-century careers in technology. The program includes such courses as Database Programming with SQL, in which students gain an understanding of relational databases through the powerful Structured Query Language (SQL). The SQL commands, functions, and operators supported by Oracle as extensions to standard SQL are emphasized. The Database Programming with SQL portion of the Academy curriculum is designed to help prepare students to pass the Oracle Certified Professional (OCP) exam, "Introduction to Oracle9i SQL Exam." As part of the Academy, many students will want to take the OCP exam because it is the industry standard for proficiency with SQL.

<http://academy.oracle.com>

[48—discontinued]

49 - ServSafe

The National Restaurant Association Educational Foundation (NRAEF) offers an industry certification to high schools through its ServSafe program. ServSafe employee-level certification is available to South Carolina high school students. Recognized by the food service industry nationwide, this certification offers a number of benefits to the students by educating them in food safety and sanitation and improving their marketability in the workforce. ServSafe managers-level certification is available to Culinary Arts students and can be offered for dual credit or articulated to higher education.

<http://www.nraef.org/servsafe/>

[50 - discontinued]

51 - Electrocardiographic (EKG) Technician

The American Society of Phlebotomy Technicians (ASPT) provides training and certification in all areas of healthcare in which phlebotomists are now involved. As do all individuals who earn ASPT certification, those who hold ASPT certification as an EKG Technician must complete 6 hours of continuing education yearly in order to maintain that credential.

<http://www.aspt.org>

52 - Phlebotomist

The American Society of Phlebotomy Technicians (ASPT) provides training and certification in all areas of healthcare in which phlebotomists are now involved. As do all individuals who earn ASPT certification, those who hold ASPT certification as an EKG Technician must complete 6 hours of continuing education yearly in order to maintain that credential.

<http://www.aspt.org>

[53—discontinued]

54 - ADDA - Certified Apprentice Drafter

The American Design Drafting Association (ADDA) Certification Program offers curriculum certification to schools as a means of quality assurance that benefits both education and industry. Curriculum certification through ADDA meets or exceeds the requirements set forth in most state and federal guidelines to receive funding for drafting and design programs. ADDA also offers professional certification to individuals through its Drafter Certification Program, which is open to all individuals, regardless of experience and formal education.

<http://www.adda.org>

55 - S. C. Nail Technician License

The Board of Cosmetology licenses and regulates cosmetologists, cosmetology instructors and schools, estheticians, and nail technicians.

<http://www.llr.state.sc.us/POL/Cosmetology>

56 - NCCER - Core

[see entries 25–31, above]

57 - Sports Safety Training

Sport Safety Training is designed to help coaches, athletic trainers and athletic trainer aides identify and eliminate potentially hazardous conditions in various sports environments,

recognize emergencies and make appropriate decisions for first aid care. This certification through the American Red Cross includes Sports Injury Prevention and First Aid Course with additional training available in adult and child CPR and automated external defibrillation.
<http://www.redcross.org>

58 – NCCER – NCCT National Construction Career Test

[see entries 25–31, above]

59 – South Carolina Early Childhood Credential

This is an introductory course in early childhood education and includes the basic information and competencies a person would need to work with young children in a group setting. Individuals may enroll at their local technical college to take the course.

http://www.sc-ccd.net/SC_Early_Childhood_Credential.htm

60 – Cisco Certified Entry Networking Technician

Cisco Certified Entry Networking Technician (CCENT) validates the ability to install, operate and troubleshoot a small enterprise branch network, including basic network security. With a CCENT, network professional demonstrates the skills required for entry-level network support positions - the starting point for many successful careers in networking. The curriculum covers networking fundamentals, WAN technologies, basic security and wireless concepts, routing and switching fundamentals, and configuring simple networks. CCENT is the first step toward achieving CCNA, which covers medium size enterprise branch networks with more complex connections.

http://www.cisco.com/web/learning/le3/le2/le45/learning_certification_level_home.html

61 – Microsoft Certification Application Specialist

The Microsoft Certified Application Specialist (MCAS) credential is a globally recognized standard that validates skills with using the 2007 Microsoft Office system and Windows Vista. The Microsoft Certified Application Specialist credential meets the demand for the most up-to-date skills on the latest technologies from Microsoft. The MCAS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently.

<http://www.microsoft.com/learning/mcp/msbc/mcas/benefits/default.mspx>

62 – Adobe Certified Associate (ACA)

For those seeking employment that requires demonstrating the ability to use digital media needed to plan, design, build, and maintain effective communications, Adobe Certified Associate is a certification program that validates the skills of job seekers.

<http://www.certiport.com/portal/common/documentlibrary/AdobeDataSheet.pdf>

63 – OSHA

Under the OSH Act, OSHA's role is to promote safe and healthful working conditions for America's men and women by setting and enforcing standards, and providing training, outreach and education. The quality education and training programs are designed to prevent work-related injuries, illnesses and deaths by providing the knowledge and tools that workers and employers need to identify and correct workplace safety and health hazards.

<http://www.osha.gov>

64 – Certified Associate in Project management (CAPM)

Under the OSH Act, OSHA's role is to promote safe and healthful working conditions for America's men and women by setting and enforcing standards, and providing training, outreach and education. The quality education and training programs are designed to prevent work-related injuries, illnesses and deaths by providing the knowledge and tools that workers and employers need to identify and correct workplace safety and health hazards.

<http://www.pmi.org/CareerDevelopment/Pages/Obtaining-Credential.aspx>

65 – ACE - Adobe Certified Expert

Adobe Certified Expert is a professional-level certification aimed at industry professional who have attained a deep level of master in using Adobe technology. An individual with the ACE is a qualified professional in fields such as web design, digital media, or rich Internet application development.

<http://www.adobe.com/support/certification/ace.html>

66 – Broad Field Family and Consumer Sciences Certification

Broad Field Family and Consumer Sciences Assessment and certification is an end of program assessment at a knowledge and skill level associated with early career employment opportunities and rigorous education programs that prepare for this level of the career ladder. The knowledge and skills validated span across a broad range of Family and Consumer Sciences content areas and are central to career areas involving human services, consumer services, protection, and advising, education and training (public and community-based), or social and community services.

http://aafcs.org/CredentialingCenter/Broad_Field.asp

67 – Early Childhood Education Certification

The Early Childhood Education assessment and certification is an end of program assessment that addresses a skill set necessary for success in early childhood education which is one of the fastest growing programs that is reporting employment growth. It is anticipated that this assessment and certification will be targeted for individuals preparing for careers related to early childhood education, such as those associated with child care, teaching, community-based children's programs, social services or counseling for children, and after-school programs.

<http://aafcs.org/CredentialingCenter/ece.asp>

68 – Personal and Family Finance Certification

The Personal and Family Finance assessment and certification is an end of program assessment that addresses competencies necessary for success in managing personal and family financial matters in daily life (a necessary skill set to maximize success in all career areas) while also foundational specifically to careers in personal and family finance. It is anticipated that this assessment and certification will facilitate employment in early career ladder positions and promote continuing education at the post-secondary level preparing for careers related to personal and family financial planning, consumer services and advocacy, consumer credit counseling, investment planning, or insurance services.

<http://aafcs.org/CredentialingCenter/finance.asp>

69 – Culinary Arts Certification

The Culinary Arts assessment and certification is an end of program assessment that addresses a skill set necessary for success in the culinary industry. This assessment and certification will facilitate employment in early career ladder positions and promote continuing education at the post-secondary level preparing for careers associated with restaurants, institutional food service, hospitality and catering, and food and beverage operations.

<http://aafcs.org/CredentialingCenter/culinary.asp>

70 – Education Fundamentals Certification

The Education Fundamentals assessment and certification is an end of program assessment that facilitates employment in early career ladder positions and promotes continuing education at the post-secondary level preparing for careers associated with education and training in public and private school programs, elementary, middle, and secondary schools, after-school programs, higher education, non-profit, and corporate settings.

http://aafcs.org/CredentialingCenter/education_fundamentals.asp

71 – Family and Community Services Certification

The Family and Community Services assessment and certification is an end of program assessment that facilitates employment in early career ladder positions and promotes continuing education at the post-secondary level preparing for careers associated with child, youth, and family services; community services; personal and home care services; elder care services; social services; volunteer services; and religious ministries and services.

http://aafcs.org/CredentialingCenter/family_services.asp

72 – Fashion, Textiles, and Apparel Certification

The Fashion, Textiles, and Apparel assessment and certification is an end of program assessment that addresses a skill set necessary for success in the fashion industry. It is anticipated that this assessment and certification will be targeted for individuals preparing for careers related to fashion, textiles, and apparel, such as those associated with retail and wholesale buying, apparel and textile development and production, fashion and textile design, and visual merchandising.

http://aafcs.org/CredentialingCenter/fashion_textiles_apparel.asp

73 – Interior Design Fundamentals Certification

The Interior Design Fundamentals assessment and certification is an end of program assessment that addresses competencies and a skill set necessary to document a pre-professional's basic knowledge of interior design. It is anticipated that this assessment and certification will promote further education at the post-secondary level and continued training and professional development for those who want to pursue interior design careers associated with residential and commercial interiors, furnishings, and design.

http://aafcs.org/CredentialingCenter/interior_design_fundamentals.asp

74 – Nutrition, Food and Wellness Certification

The Nutrition assessment and certification is an end of program assessment that addresses competencies and a skill set necessary for success as a pre-professional in careers with a substantial focus on nutrition. There are usage applications in a broad range of education, community-based, staff development, and human resource settings. This assessment and

certification will facilitate employment in early career ladder positions and promote continuing education at the post-secondary level preparing for careers associated with nutrition and dietetics, nutrition education, food handling and safety, food service, and health and wellness.

<http://aafcs.org/CredentialingCenter/nutrition.asp>

75 - Housing and Furnishing Certification

The Housing and Furnishing assessment and certification is an end of program assessment that addresses competencies and skills necessary for success as a pre-professional in housing and furnishing careers. It will facilitate employment in early career ladder positions and promote continuing education at the post-secondary level in career areas involving: public and private sector housing programs, residential property and facility management, real estate, retail home furnishings, or home decorating and staging. The assessment is aligned with industry standards, the National Career Clusters Initiative, and the National Standards for Family and Consumer Sciences Education.

http://aafcs.org/CredentialingCenter/Housing_and_Furnishings.asp

76 – Food Science Fundamentals Certification

The Food Science Fundamentals assessment/certification is an end of program assessment that addresses competencies and a skill set necessary for success as a pre-professional in a career with a substantial focus on food science. It will facilitate employment in early career ladder positions and promote continuing education at the post-secondary level in career areas involving: food science, food safety, food quality, food technology, or food preservation and packaging.

http://aafcs.org/CredentialingCenter/Food_Science_Fundamentals.asp

77 – S/P2 – Auto Collision Repair

S/P2 is the industry standard of awareness in environmental and safety throughout the United States. The purpose of this certified program is to improve the quality of safety and pollution prevention training for students at the high school level. There are two areas in which students can obtain S/P2 national certification in automotive collision repair: Collision Safety and Collision Pollution Prevention.

<http://www.sp2.org>

78 – S/P2 – Auto Technology

S/P2 is the industry standard of awareness in environmental and safety throughout the United States. The purpose of this certified program is to improve the quality of safety and pollution prevention training for students at the high school level. There are two areas in which students can obtain S/P2 national certification in automotive technology: Mechanical Safety and Mechanical Pollution Prevention.

<http://www.sp2.org>

79 – Certified Paid Feeding Assistant

The South Carolina Department of Health and Human Services (SCDHHS) has developed the curriculum and created a model for state approved programs to certify South Carolina paid feeding assistants (PFAs). Feeding Assistant Program must be a minimum of eight (8) hours and must be state approved. Each nursing facility must maintain a record of all individuals used as feeding assistants, who have successfully completed the training course for paid feeding assistants. The nursing facility must also have on file evidence that the individual

has successfully completed a state approved program with the necessary competency to feed a resident.

<http://www.scdhhs.gov/internet/pdf/manuals/Nursing/SECTION%202.pdf>
www.scdhhs.gov/Internet/pdf/AttachmentbPFA.pdf

(pages 46-48)

80 - Adobe Certified Associate - Visual Communication with Adobe Photoshop

Adobe Certified Associate is an entry-level certification aimed at validating communication skills using a particular digital medium. The Visual Communication with Adobe® Photoshop® exam validates entry-level skills in communication corresponding to Adobe Photoshop software. Photoshop is the industry standard for the utmost creative control in image editing and compositing. You can apply filters nondestructively, manage and correct color more easily, convert color images to rich black-and-white with one click, and retouch images with more powerful cloning and healing tools.

<http://www.adobe.com/education/instruction/ace/>

81 - Adobe Certified Associate - Web Communication with Adobe Dreamweaver

Adobe Certified Associate is an entry-level certification aimed at validating communication skills using a particular digital medium. The Web Communication with Adobe Dreamweaver® exam validates entry-level skills in communication corresponding to Adobe Dreamweaver software. Dreamweaver is the industry leading web development tool, enabling users to efficiently design, develop and maintain standards-based web sites and applications. With Dreamweaver, you can go from start to finish, creating and maintaining basic web sites to advanced applications that support best practices and the latest technologies.

<http://www.adobe.com/education/instruction/ace/>

82 - Adobe Certified Associate - Rich Media Communication with Adobe Flash

Adobe Certified Associate is an entry-level certification aimed at validating communication skills using a particular digital medium. The Rich Media Communication with Adobe Flash® Professional exam validates entry-level skills in communication corresponding to Adobe Flash Professional software. Flash is the industry standard for creating and delivering effective rich interactive content across desktops and devices. Flash enables users to integrate animation, video, text, audio and graphics into engaging user experiences that span a wide variety of digital devices, from desktops to mobile phones.

<http://www.adobe.com/education/instruction/ace/>

83 - Adobe Certified Associate - Video Communication with Adobe Premiere Pro

Adobe Certified Associate is an entry-level certification aimed at validating communication skills using a particular digital medium. The Video Communication with Adobe Premiere® Pro exam validates entry-level skills in communication corresponding to Adobe Premiere Pro software.

<http://www.adobe.com/education/instruction/ace/>

84 - Microsoft Technology Associate (MTA) Certification

The Microsoft Technology Associate (MTA) certification is an entry-level certification designed to help individuals take the first step toward a career as an IT professional or developer by demonstrating knowledge and basic understanding of key technology concepts. An MTA certification is based on 80 percent knowledge and 20 percent skills. The

MTA offers three IT certifications, three development certifications and one database certification. The IT section includes tests in Networking Fundamentals, Security Fundamentals and Windows Server Administration Fundamentals. The development certification offers tests in Software Development Fundamentals, Windows Development Fundamentals and Web Development Fundamentals. The database certification covers Database Administration Fundamentals.

<http://www.microsoft.com/learning/en/us/certification/cert-overview.aspx>

85 - Microsoft Digital Literacy Certification

The goal of Microsoft Digital Literacy is to teach and assess basic computer concepts and skills so that students can use computer technology in everyday life to develop new social and economic opportunities for themselves, their families, and their communities. Whether you are entirely new to computing or have some experience, this curriculum will help you develop a fundamental understanding of computers. From using the Internet to sending e-mail or creating a résumé, the Digital Literacy Curriculum helps you develop the essential skills you need to begin computing by focusing on computer basics, Internet and the World Wide Web, productivity, computer security and digital lifestyles.

<http://www.microsoft.com/about/corporatecitizenship/citizenship/giving/programs/up/digital literacy/eng/curriculum.msp>

86 - MOS Office 2010 - Word 2010

87 - MOS Office 2010 - Word 2010 Expert

88 - MOS Office 2010 - Excel 2010

89 - MOS Office 2010 - Excel 2010 Expert

90 - MOS Office 2010 - PowerPoint 2010

91 - MOS Office 2010 - Outlook 2010

92 - MOS Office 2010 - Access 2010

A Microsoft Office Specialist (MOS) certification helps validate proficiency in using Microsoft Office 2010 and meets the demand for the most up-to-date skills on the latest Microsoft technologies. Candidates who pass a certification exam show that they can meet globally recognized performance standards. Candidates must pass one certification exam in order to earn a MOS certification.

<http://www.microsoft.com/learning/en/us/certification/mos.aspx#mos2010>

93 - MOS Office 2007/Vista - Word 2007

94 - MOS Office 2007/Vista - Word 2007 Expert

95 - MOS Office 2007/Vista - Excel 2007

96 - MOS Office 2007/Vista - Excel 2007 Expert

97 - MOS Office 2007/Vista - PowerPoint 2007

98 - MOS Office 2007/Vista - Outlook 2007

99 - MOS Office 2007/Vista - Access 2007

Microsoft Office Specialist (MOS) certifications, which focus on demonstrating skills in using the 2007 Microsoft Office System and the Windows Vista operating system are still very much in demand. Candidates who pass a certification exam show that they can meet globally recognized performance standards. Candidates must pass one certification exam in order to earn a MOS certification.

<http://www.microsoft.com/learning/en/us/certification/mos.aspx#mos2010>

- A0 - MOS Office 2003/XP/2000: Word 2003**
- A1 - MOS Office 2003/XP/2000: Word 2003 Expert**
- A2 - MOS Office 2003/XP/2000: Excel 2003**
- A3 - MOS Office 2003/XP/2000: Excel 2003 Expert**
- A4 - MOS Office 2003/XP/2000: PowerPoint 2003**
- A5 - MOS Office 2003/XP/2000: Access 2003**
- A6 - MOS Office 2003/XP/2000: Outlook 2003**

The Microsoft Office Specialist (MOS) certification continues to offer tracks for Microsoft Office 2003, Microsoft Office XP, and Microsoft Office 2000. To earn a MOS certification, you must pass one or more certification exams. MOS certification exams help provide a valid and reliable measure of technical proficiency and expertise. These MOS certification exams evaluate a candidate's overall comprehension of Microsoft Office or Office Project programs, as well as his or her ability to use advanced features and integrate Microsoft Office programs with other software.

<http://www.microsoft.com/learning/en/us/certification/mos.aspx#mos2010>

CATE Placement Code

School districts and career centers are required by South Carolina law (S.C. Code Ann. § 59-53-1960) and by State Board of Education Regulation 43-234 to survey their CATE completers ten months after graduation to determine their placement status with regard to employment, postsecondary education, or military service. A record of the responses to this survey must be maintained by the districts/career centers for a period of three years. The survey records should contain sufficient information to allow for the verification of all reported placements.

In order to be available for placement, students must be program completers and must have graduated.

- ▶ Select from the drop-down box the appropriate CATE placement code.

- A** – Employed, Related
- B** – Employed, Unrelated
- C** – Continuing Education or Postsecondary Education
- D** – Military
- E** – Unemployed or Not Seeking Employment
- F** – Not Available for Placement (Status Unknown, Deceased, Incarcerated, or Medical Disability)
- G** – Still in High School

Placement Information Necessary for Verification

- ▶ For students placed in **employment (placement code A or B)**

Placement Employer

Entry: name of the company (35-character limit) where the student was placed after graduation

Placement Phone

Entry: phone number (15-character limit) of the student's employer

Placement Job Title

Entry: title of the job (25-character limit) in which the student was placed after graduation

Placement Supervisor

Entry: name of the supervisor (25-character limit) within the company where the student was placed after graduation

Placement Start Date

Entry: student's start date for placement in employment after graduation

- ▶ For students placed in **higher education (placement code C)**

Placement Higher Ed Name

Entry: name of the postsecondary institution (25-character limit) the student attended after graduation

Placement Higher Ed Program

Entry: name of the program (25-character limit) at the postsecondary institution to which the student was admitted

- ▶ For students placed in the **military (placement code D)**

Placement Military Branch

Entry: name of the military branch (30-character limit) in which the student enlisted after graduation

Placement Military Training

Entry: name of the type of military training (25-character limit) the student received from the military branch in which he or she enlisted after graduation

Placement-level data will be used to assess the placement indicator required by Perkins IV and the career center report card measure for placement. As mandated in Section 59-53-1960 of the Code of Laws of South Carolina, in order for a job preparatory program other than occupational agriculture to continue to exist, 50 percent of its graduates who are available for placement must be placed during the prior three years in the area in which they were trained. The placement data reported for school year 2009-10 will be compiled with the data reported for the previous two years to obtain the percentage of students placed in a related area for the three-year period.

Students must be advised prior to enrollment in a job preparatory program of the possible discontinuation of the program and of the employment outlook for program graduates. Students enrolling in CATE programs that are not preparatory for employment must be clearly advised of this fact by the school district.

Data Collection Notes of Interest

Data Checklist:

CATE Page:

- ❖ Ensure that the appropriate **CIP Code** has been selected from the drop-down box. A listing of CIP Codes can be found in Appendix C.
- ❖ Ensure approval has been received for a Custom/Cross-Cluster CIP Code and that the CIP Code received upon approval has been entered in the **Custom/Cross-Cluster CIP Code** field on the CATE Page.
- ❖ Ensure that the **Concentrator** field is correctly coded.
- ❖ Ensure that the **Completer** field is correctly coded.
- ❖ Ensure that the seven-digit SIDN (school identification number, sometimes referred to as the BEDS code) is correctly entered in the **Remote** field to identify location of the CATE program (if applicable).
- ❖ Ensure that the **Diploma Earned** field has been completed for all twelfth-grade students.
- ❖ Ensure that the correct placement code has been entered in the **CATE Placement** field for each prior-year completer when doing student placement follow-up.
- ❖ Ensure that all sections of each particular CATE course taught at the career center has the first four digits of career center ID entered in the **District Where Taught** and the last three digits of the career center ID entered in the **School Where Taught** field. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s). The seven-digit SIDN (school identification number) is sometimes referred to as the BEDS code.

General Notes:

- ❖ Ensure that each CATE course has been assigned an approved course code from the listing in Appendix C.
- ❖ GED – Districts will have an opportunity to submit by September 1 a listing of high school-aged students who have completed the requirements to receive a GED credential.
- ❖ Custom/Cross-Cluster program(s) will need prior approval from CATE staff before assignment of a CIP code. See Appendix C for additional information.

Data Extracted from Other PowerSchool Pages Needed for Reporting of Perkins Data

Economically Disadvantaged

The data for this special population will be extracted from the **Lunch Status** field located on the Lunch Page. The **Lunch Status** field indicates whether the student is eligible or not eligible for free or reduced price meals.

Individual with a Disability

The data for this special population will be extracted from the **EFA Primary** field located on the EFA/EIA Classification Information Page. Each student enrolled must be assigned an EFA primary code.

English Proficient

The data for this special population will be extracted from the **English Prof** field located on the Additional Student Information Page. The **English Prof** field indicates the student's proficiency level in English.

Migrant

The data for this special population will be extracted from the **Migrant** field located on the Additional Student Information Page. Migrant status is based upon the following definition:

A migratory student is a student who is, or whose parent, spouse, or guardian is, a migratory agricultural worker, including a migratory dairy worker, or a migratory fisher, and who, in the preceding 36 months, in order to obtain, or accompany such parent or spouse in order to obtain temporary or seasonal employment in agricultural or fishing work: has moved from one school district to another; or in a State that is comprised of a single school district, has moved from one administrative area to another within such district; or resides in a school district of more than 15,000 square miles, and migrates a distance of 20 miles or more to a temporary residence to engage in a fishing activity.

Diploma Earned

The **Diploma Earned** field indicates whether the student received a state diploma or a state certificate and is located on the Student Supplemental Page.

PowerSchool Screen

SCHEDULING, SECTIONS PAGE

District Where Taught and School Where Taught (*Formerly OWNER in SASI*)

All sections of each particular CATE course taught at the career center must have the career center's seven-digit SIDN (school identification number, sometimes referred to as the BEDS code). The first four digits of the career center SIDN are to be entered in the **District Where Taught** field and the last three digits of the career center SIDN are to be entered in **School Where Taught** field. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s).

- ▶ If applicable enter the first four digits of the seven-digit center SIDN in District Where Taught and the last three digits of the center SIDN in School Where Taught.

Example: Mackey Williams is a student at Wates Shoals High School 1 (school SIDN – 0102003) and attends Wates Shoals Career and Technology Center (school SIDN – 0102995) where he is enrolled in Building Construction 1 taught by teacher Kent Smith.

On the Sections Page for the Building Construction (606000CW) course taught by Kent Smith the **District Where Taught** field would have the entry of **0102** and the **School Where Taught** field would have the entry of **995** which would identify that the courses are taught at the career and technology center and not at the high school.

The screenshot shows the 'Edit Section' form in PowerSchool. The form is for the course 'Building Const1' with course number '606000CW' and term '2009-2010'. The teacher is 'Smith, Kent' and the room is 'V02'. The section number is '1' and the grade level is '9'. The 'District Where Taught' field is set to '0102' and the 'School Where Taught' field is set to '995'. A red circle highlights these two fields. The form also includes a 'Schedule' section with a grid for days of the week and a 'Program' dropdown menu.

Field	Value
Course Name	Building Const1
Course Number	606000CW
Term	2009-2010
Teacher	Smith, Kent
Room	V02
Section Number*	1
Grade Level	9
Current Enrollment	1
Maximum Enrollment	25
District Where Taught (Enter District ID if Taught At Different District. Otherwise, Leave Blank.)	0102
School Where Taught (Enter School ID if Taught At Different School. Otherwise, Leave Blank.)	995
Program (may be overridden by course setting)	
Record Attendance Using Attendance Mode	Meeting
Record Attendance	

Collecting and Reporting Accurate Data

The district technology contact that is responsible for submitting PowerSchool data to the SCDE plays an important role in the data-collection process. The following are basic instructions with regard to the collection and reporting of CATE data:

- A. Verify final grades before running the SWEET query to submit data to the SCDE.
- B. Perform a data record check while you are submitting the data to the SCDE through SWEET query to ensure that your datasets are complete. If "0" records are transmitted, the SCDE has received no data.
- C. Use only **uppercase** letters for academic and unit tags. Though the PowerSchool system is not case sensitive, other systems utilized by SCDE offices to analyze the data received *are* case sensitive. **Your failure to use uppercase letters for academic and unit tags may result in inaccurate data.**
- D. Submit your CATE data on or before the deadlines:

Student placement follow-up report.....April 16, 2012

End-of-the-year reportdue with the fourth quarterly data collection

Please be reminded that the queries for submitting data to the SCDE will not be available after these dates.

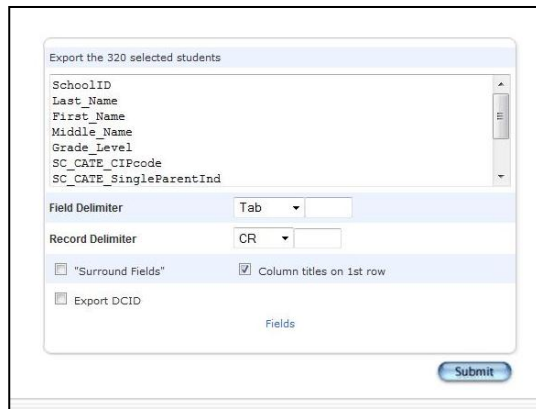
SEARCHES TO VERIFY DATA

The SCDE Office of Technology staff has created the following "Searches" to assist you in verifying the accuracy of your data.

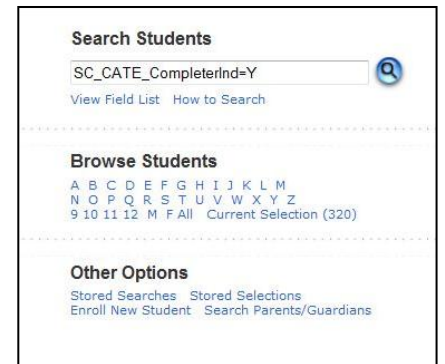
PowerSchool Export Layouts to Aid in the Validation of CATE Data

The following data export layouts are provided to assist you in the verification of PowerSchool CATE data.

When using the Quick Export function in PowerSchool ([Start Page](#) > [Special Functions](#) > [Importing & Exporting](#) > [Quick Export](#)), the export layout may be copy/pasted from this document into the layout window OR fields may be selected individually via the "Fields" link.



To work with subsets of the Student database, please utilize selection criteria on the student start page. →



The resulting data file may be saved, copy/pasted into or opened by MicroSoft Excel for better viewing and sorting.

Please remember to use **only** approved course codes and CIP codes.

CIP Code Export Layout

SchoolID
Last_Name
First_Name
Middle_Name
Grade_Level
SC_CATE_CIPcode
SC_CATE_ConcuntrInd
SC_CATE_CompleterInd
SC_CATE_YrCompleted
SC_CATE_RemoteSchCode
SC_DiplomaEarnCode

Graduation Export
(Initial filter "grade_level=12")

SchoolID
Last_Name
First_Name
Middle_Name
Grade_Level
SC_DiplomaEarnCode
SC_Diploma_Type

Program Completers Export
(Initial filter "SC_CATE_CompleterInd=Y")

SchoolID
Last_Name
First_Name
Middle_Name
Grade_Level
SC_CATE_CIPcode
SC_CATE_CompleterInd
SC_CATE_YrCompleted
SC_CATE_RemoteSchCode
SC_Diploma_Type

CATE Placement Export
(Initial filter "Grade_Level=12"; "SC_CATE_CompleterInd=Y")

SchoolID
Last_Name
First_Name
Middle_Name
Grade_Level
SC_CATE_CIPcode
SC_CATE_CompleterInd
SC_CATE_YrCompleted
SC_CATE_RemoteSchCode
SC_DiplomaEarnCode
SC_Diploma_Type
SC_CATE_PlaceLevelCode

Special Populations Export

SchoolID
Last_Name
First_Name
Middle_Name
Grade_Level
SC_CATE_CIPcode
SC_CATE_SingleParentInd

SC_CATE_DisplHomeMakerInd
SC_Engl_Prof
SC_Migrant
LunchStatus

Utilize PowerSchool's DDE tool to export the following data from multiple tables.

CATE Teacher/Course List Export

Begin with the SECTIONS table [03]

Initial "search sections" criteria is: TermID >=2000

Search Sections

TermID	>=	2000
	=	

Secondary "search sections" criteria is:

- Course_Number >=49990000
- Course_Number <=6999ZZZZ

"Search within the current # records only"

Export the 151 selected records (Table: Sections)

SchoolID
Teacher
[05]LastFirst
Course_Number
[02]Course_Name

Field Delimiter: Tab
Record Delimiter: CR
 "Surround fields" Column titles on 1st row

Optional: Sort Field Name Direction

	>
	>
	>

Back to Direct Database Export Main Screen

Submit

Current Table: Sections (3)
Current Records in Selection: 9961 List View Table View
Export Records Match Selection Table View Setup

Select all 19702 records in this table

Search Sections

Course_Number	>=	49990000
Course_Number	<=	6999ZZZZ

Search only in records belonging to Dutch Fork High School

Search all 19702 records in this table

Search within the current 9961 records only

Export the selected records with the following layout.

- SchoolID
- Teacher
- [05]LastFirst
- Course_Number
- [02]Course_Name

Course/Teacher Location Export

Utilizing DDE, begin with the SECTION table [03]

“Search Sections” criteria is: TermID >=2000

Search Sections

TermID	>=	2000
	=	

Export the 1327 selected records (Table: Sections)

Course_Number
[02]Course_Name
Teacher
[05]LastFirst
WhereTaught

Field Delimiter: Tab

Record Delimiter: CR

"Surround fields" Column titles on 1st row

Optional: Sort Field Name	Direction
	>
	>
	>

[Back to Direct Database Export Main Screen](#)

Submit

Multiple Courses Export

Utilizing DDE, begin with the STORED GRADES table [31] for each of the following six (6) Course_Number criteria.

- 1. Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5100@

Export Records layout:

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

- 2. Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5174@

Export Records layout:

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

- 3. Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5122@

Export Records layout:

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

4. **Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5400@

Export Records layout:

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

5. **Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5031@

Export Records layout:

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

6. **Search StoredGrades Criteria:**
TermID >=2000
Course_Number=5033@

Export Records layout

[01]SchoolID
[01]Last_Name
[01]First_Name
[01]Middle_Name
[01]Grade_Level
[31]Course_Number
[31]Course_Name
[31]EarnedCrHours
[03]Teacher

SCDE CATE Personnel Contact Information

<p align="center">Report Card Measures Perkins Indicators Accountability Progress Report</p>	<p align="center">Data Collection</p>	<p align="center">Special Populations including Nontraditional</p>
<p>Susan Flanagan 803-734-8456 sflangn@ed.sc.gov</p> <p>Merri Long 803-734-8451 mlong@ed.sc.gov</p> <p>Pat Flora 803-734-8455 pflora@ed.sc.gov</p>	<p>Shawn Larrymore 803-734-8450 smlarrym@ed.sc.gov</p> <p>Glenda Whittle 803-734-8438 gwhittle@ed.sc.gov</p>	<p>Patrice Green 803-734-0070 pgreen@ed.sc.gov</p>

Questions related to content or the assignment of CIP codes for different career clusters may be directed to the following individuals:

<p align="center">Career Cluster</p>	<p align="center">Contact Person</p>
<ul style="list-style-type: none"> ▶ Health Science 	<p>Nancy Allen 803-734-0372 nallen@ed.sc.gov</p>
<ul style="list-style-type: none"> ▶ Business, Management, and Administration ▶ Finance ▶ Information Technology ▶ Marketing, Sales, and Service 	<p>Tony Dillon 803-734-7168 tdillon@ed.sc.gov</p>
<ul style="list-style-type: none"> ▶ Agriculture, Food, and Natural Resources 	<p>William E. Keels 803-896-8873 wkeels@clermson.edu</p>
<ul style="list-style-type: none"> ▶ Education and Training ▶ Hospitality and Tourism ▶ Human Services/Family and Consumer Sciences 	<p>Eleanor Glover 803-734-3826 eglover@ed.sc.gov</p>
<ul style="list-style-type: none"> ▶ Arts, Audio-Video Technology, and Communications ▶ Law, Public Safety, Corrections, and Security ▶ Science, Technology, Engineering, and Mathematics ▶ Transportation, Distribution, and Logistics 	<p>B. T. Martin 803-734-3398 btmartin@ed.sc.gov</p>
<ul style="list-style-type: none"> ▶ Architecture and Construction ▶ Manufacturing 	<p>Jim Spencer 803-734-8267 jspencer@ed.sc.gov</p>

To send a fax to SCDE CATE personnel, dial 803-734-3525.

APPENDIX A

Perkins Accountability Indicators for CATE

Key Terms

The federal Perkins Act requires each state to establish accountability indicators. The following are explanations of the terms used in South Carolina's state plan to define the populations measured and descriptions of the accountability indicators:

- **Participant.** A participant is a secondary student enrolled in a state-approved CATE course.
- **Concentrator.** A concentrator is a secondary student with an assigned CIP (Classification of Instructional Programs) code who has earned 3 Carnegie units of credit in a state-recognized CATE program. CIP codes designate specific CATE programs and are used for federal reporting and assessing the Perkins accountability indicators for CATE programs. A state-recognized CATE program must be comprised of an approved sequence of career and technology education courses leading to a career goal and must include a minimum of 4 Carnegie units of credit.
- **Completer.** A completer is a concentrator who has earned **all** of the required units in a state-recognized CATE program identified by the assigned CIP code.

Measurement Definitions

1S1 ACADEMIC ATTAINMENT – READING/LANGUAGE ARTS

▶ Formula

numerator = total number of 12th grade concentrators who scored proficient or advanced on the ELA HSAP administered 2 years prior to the reporting year as required for NCLB

denominator = total number of 12th grade concentrators who took the ELA HSAP administered 2 years prior to the reporting year as required for NCLB

1S2 ACADEMIC ATTAINMENT – MATHEMATICS

▶ Formula

numerator = total number of 12th grade concentrators who scored proficient or advanced on the Math HSAP administered 2 years prior to the reporting year as required for NCLB

denominator = total number of 12th grade concentrators who took the Math HSAP administered 2 years prior to the reporting year as required for NCLB

2S1 TECHNICAL SKILL ATTAINMENT

▶ Formula

numerator = total number of concentrators who completed a CATE program and who passed technical skill assessments that are aligned with industry-recognized standards, if available and appropriate, during the reporting year plus concentrators who completed and achieved a final GPA of at least 2.0 averaged over the year for all the CATE courses taken during the year for those program areas that do not have other valid and reliable assessments

denominator = total number of concentrators who completed a CATE program

3S1 SECONDARY SCHOOL COMPLETION

▶ Formula

numerator = total number of 12th grade concentrators who completed a CATE program and who attained a South Carolina high school diploma, a state certificate, or a GED

denominator = total number of 12th grade concentrators who completed a CATE program

4S1 STUDENT GRADUATION RATES

▶ Formula

numerator = total number of CATE concentrators who, in the reporting year, were included as graduated in the State's computation of its graduation rate as defined in SC's Consolidated Accountability Plan

denominator = total number of CATE concentrators who, in the reporting year, were included in the State's computation of its graduation rate as defined in SC's Consolidated Accountability Plan

5S1 SECONDARY PLACEMENT

▶ Formula

numerator = total number of concentrators who completed a CATE program and who are placed in postsecondary education, military service, or employment, averaged over a three-year period

denominator = total number of concentrators who completed a CATE program and are available for placement, averaged over a three-year period

6S1 NONTRADITIONAL PARTICIPATION

▶ Formula

numerator = total number of concentrators of the underrepresented gender enrolled in CATE programs identified as leading to nontraditional training and employment

denominator = total number of concentrators enrolled in CATE programs identified as leading to nontraditional training and employment

6S2 NONTRADITIONAL COMPLETION

▶ Formula

numerator = total number of 12th grade concentrators of the underrepresented gender who completed CATE programs identified as leading to nontraditional training and employment

denominator = total number of 12th grade concentrators of the underrepresented gender enrolled in CATE programs identified as leading to nontraditional training and employment

APPENDIX B

CATE Report Card Measures

The Education Oversight Committee has established three measures for career centers on the career center report card and two indicators for the high schools on the high school report card.

REMINDER: Report card data looks at all students enrolled in CATE courses.

MEASURES FOR CAREER CENTERS

1. Technical Skill Attainment. Percentage of CATE students passing technical skill assessments that are aligned with industry-recognized standards, plus students achieving an average of at least 2.0 on final grades for the year for all CATE courses they took at the career center during the year.

▶ **Formula**

numerator = total number of CATE students who passed technical skill assessments that are aligned with industry-recognized standards, if available and appropriate, during the reporting year plus CATE students who achieved a final GPA of at least 2.0 averaged over the year for all CATE courses taken at the career center during the year for those program areas that do not have other valid and reliable assessments.

denominator = total number of students taking CATE courses at the career center during the year

▶ **How to Make Your Data More Accurate**

A. Ensure that all sections of each particular CATE course taught at the career center has the first four digits of career center ID entered in the **District Where Taught** and the last three digits of the career center ID entered in **School Where Taught** field. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s). The seven-digit SIDN (school identification number) is sometimes referred to as the BEDS code.

2. GRADUATION. Percentage of twelfth-grade CATE students receiving a South Carolina high school diploma

▶ **Formula**

numerator = total number of twelfth-grade CATE students at the career center receiving a South Carolina high school diploma

denominator = total number of twelfth-grade CATE students at the career center

▶ **How to Make Your Data More Accurate**

A. Ensure that all sections of each particular CATE course taught at the career center has the first four digits of career center ID entered in the **District Where Taught** and the last three digits of the career center ID entered in **School Where Taught** field. Accurate SIDN numbers will allow the career center to be identified as teaching the particular course(s). The seven-digit SIDN (school identification number) is sometimes referred to as the BEDS code).

B. Ensure that the Diploma field has been completed for all twelfth-grade students.

3. PLACEMENT. Percentage of available CATE completers placed in postsecondary education, military service, or employment, averaged over a three-year period

▶ **Formula**

numerator = total number of CATE completers who are placed in postsecondary education, military service, or employment, averaged over a three-year period

denominator = total number of CATE completers who are available for placement, averaged over a three-year period

▶ **How to Make Your Data More Accurate**

A. Ensure that the correct placement code has been entered in the **CATE Placement** field for each prior-year completer.

B. Ensure that the correct data have been entered in the **Completer** field and the **Diploma Earned** field.

CATE INDICATORS FOR HIGH SCHOOLS

1. Technical Skill Attainment. Percentage of CATE students passing technical skill assessments that are aligned with industry-recognized standards, plus students achieving an average of at least 2.0 on final grades for the year for all CATE courses they took at the career center during the year.

▶ **Formula**

numerator = total number of CATE students who passed technical skill assessments that are aligned with industry-recognized standards, if available and appropriate, during the reporting year plus CATE students who achieved a final GPA of at least 2.0 averaged over the year for all CATE courses taken at the high school during the year for those program areas that do not have other valid and reliable assessments.

denominator = total number of students taking CATE courses at the high school during the year

2. PLACEMENT. Percentage of available CATE completers placed in postsecondary education, military service, or employment, averaged over a three-year period

▶ **Formula**

numerator = total number of CATE completers who are placed in postsecondary education, military service, or employment averaged over a three-year period

denominator = total number of CATE completers who are available for placement, averaged over a three-year period

▶ **How to Make Your Data More Accurate**

- A. Ensure that the correct placement code has been entered in the CATE Placement field for each prior-year completer.
- B. Ensure that the correct data have been entered in the **Completer** field and the **Diploma Earned** field.

GENERAL INDICATORS: CAREER CENTERS AND HIGH SCHOOLS

1. PARTICIPATION IN CATE COCURRICULAR ORGANIZATIONS. Percentage of students attending career centers or high schools who participate in career and technology cocurricular organizations

▶ **Formula for Career Centers**

numerator = total number of students at the career center who participate in career and technology cocurricular organizations (SkillsUSA, FBLA, FCCLA, FEA, DECA, HOSA, TSA, and FFA)

denominator = total number of students enrolled at the career center

▶ **Formula for High Schools**

numerator = total number of students at the high school who participate in career and technology cocurricular organizations (SkillsUSA, FBLA, FCCLA, FEA, DECA, HOSA, TSA, and FFA)

denominator = total number of students enrolled at the high school

2. WORK-BASED EXPERIENCES. Percentage of students in grades nine through twelve who are involved with in-depth learning experiences (e.g., youth apprenticeships, registered apprenticeships, cooperative education, mentoring, shadowing, internships, and service learning) at a work site that allows students to acquire work-related knowledge and skills

▶ **Formula for Career Centers**

numerator = total number of students in grades nine through twelve participating in work-based experiences with outside agencies or businesses

denominator = total number of students in grades nine through twelve enrolled at the career center

▶ **Formula for High Schools**

numerator = total number of students in grades nine through twelve who are participating in work-based experiences with outside agencies or businesses

denominator = total number of students in grades nine through twelve

Note: Both numerators above are an unduplicated student count. If the student participates in multiple experiences he/she is only counted once.

APPENDIX C

CATE Career Clusters

Career Clusters

Career clusters are groupings of occupations and broad industries based on commonalities. Career clusters link what students learn in high school with the knowledge and skills they need for success in college and careers. Career clusters identify pathways from high schools to two- and four-year colleges, graduate school, and the workplace so that students can learn in school what they can do in the future. This connection to future goals motivates students to work harder and enroll in more rigorous courses. The sixteen clusters represent all career possibilities:

Agriculture, Food, and Natural Resources
Architecture and Construction
Arts, Audio-Video Technology, and Communications
Business, Management, and Administration
Education and Training
Finance
Government and Public Administration*
Health Science
Hospitality and Tourism
Human Services/Family and Consumer Sciences
Information Technology
Law, Public Safety, Corrections, and Security
Manufacturing
Marketing, Sales, and Service
Science, Technology, Engineering, and Mathematics
Transportation, Distribution, and Logistics

*For school year 2011-12, no CATE courses are assigned to this career cluster.

Additional information on career clusters can be found at: www.careerclusters.org

CATE Code Descriptions

- ▶ **Course ID.** The eight characters used to identify each instructional activity.

The first four characters are the digits that make up the course code. The fifth and sixth characters are digits that are district defined. One of three different characters will occupy the seventh position: either the alpha character that represents the academic tag for credit-bearing courses, or the numeric 0, or the digit that represents the special education activity instructional approach. One of three different characters will occupy the eighth position: either the alpha character that represents the unit tag for credit-bearing courses or the numeric 0, or the digit that represents a specific instruction area. Use only **uppercase** characters for academic and unit tags.

- ▶ **Course Code.** The first four digits of the course ID.

Valid CATE courses and codes can be found beginning on page 44 of this section. Codes for the state-approved courses are used for the Perkins accountability indicators and report card measures and indicators. Perkins funds may be used to improve state-approved CATE courses with the exception of work-based credit courses. Courses with "LBA" (local board approved) in the title are not valid CATE course codes for state and federal accountability and funding purposes.

► **Innovative Courses**

For an innovative course, State Board Approval (SBA) is required before the course can be offered. An innovative application must be completed and submitted for OCTE approval. Once the innovative application has been approved by OCTE staff, notification will be sent to the school district with the course code that is to be assigned in the student information system.

The CATE Innovative Application and instructions can be found at: <http://www.ed.sc.gov/agency/offices/cate/datacollection/DataCollection.html>

► **Work-Based Learning Courses**

Work-Based Learning Courses (credit bearing) are structured, stand-alone courses that are taken in addition to other CATE courses that make up a CATE CIP-coded program. Each Work-Based Learning Course (credit bearing) has an assigned CATE course code, and guidelines must be followed in order to award the Carnegie unit of credit upon successful completion of the course. Only one unit of work-based learning credit may be awarded toward CATE completer status. Reference the Work-Based Learning document located at <http://www.ed.sc.gov/agency/offices/cate/standards>

- **CIP Code.** The six-digit CIP (Classification of Instructional Programs) codes designate the specific CATE programs and are used for federal reporting and assessing the federal Perkins indicators. Every student identified as a CATE concentrator must be assigned a CIP code approved by the OCTE. **CIP codes are *not* the same as course codes.**

- **Custom/Cross-Cluster CIP Code** The intent for requesting Custom/Cross-Cluster Program Approval is for a program which is designed to specifically match a student's career goals if those goals do not fall within any of the current CATE approved programs. Such customizing may even involve allowing a student to select related courses from different CATE cluster areas. Many students may choose not to take advantage of the increased offerings. However, those students who have been encouraged to pursue instruction that is strictly related to an established program of study now have the opportunity to receive this type of instruction.

Several criteria to remember when making a request for a CATE Custom/Cross-Cluster CIP code:

- Local businesses, advisory committees, and school district/career center personnel should be consulted when a customized program for a student is being determined.
- Each course in a customized program must include contextual learning.
- Student has earned or will earn the third unit of the designed program before submitting request.

Custom Program - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses within a cluster.

Cross-Cluster Program - These CIP codes are used to identify a student who has been identified as a concentrator in CATE courses across two or more cluster areas.

NOTE: For school year 2011-12, prior approval from CATE staff is needed in order to use a Custom or Cross-Cluster CIP code. Deadline for request(s) is **March 1, 2012**. The approval form and instructions for completing and submitting the form are located at: <http://www.ed.sc.gov/agency/offices/cate/datacollection/DataCollection.html>

Courses and Programs within the CATE Clusters

All descriptions of cluster content in this section are taken with minor editorial emendations from the States' Career Clusters Web page at www.careerclusters.org/16clusters.cfm

Cluster: Agriculture, Food, and Natural Resources

The production, processing, marketing, distribution, financing, and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture, and other plant and animal products/resources.

Course Code	Course Title
5600	Agribusiness and Marketing
5614	Agricultural Crop Production and Management
5660	Agricultural Mechanics and Technology
5604	Agricultural Mechanics and Technology for the Workplace 1
5605	Agricultural Mechanics and Technology for the Workplace 2
5610	Agricultural Power Mechanics
5624	Agricultural Science and Technology
5620	Agricultural Science and Technology for the Workplace
5611	Agricultural Structural Mechanics
5603	Animal Science
5608	Animal Science for the Workplace 1
5609	Animal Science for the Workplace 2
5663	Aquaculture
5646	Cattle Production
5626	Environmental and Natural Resources Management
5628	Environmental and Natural Resources Management for the Workplace 1
5629	Environmental and Natural Resources Management for the Workplace 2
5679	Equine Science
5621	Equipment Operation and Maintenance
5647	Farm Animal Production
5634	Floriculture
5657	Food Processing
5642	Forestry
5667	Golf Course Technology
5652	Horticulture for the Workplace 1
5653	Horticulture for the Workplace 2
5650	Introduction to Horticulture
5613	Introduction to Veterinary Science
5670	Landscape Technology
5672	Nursery, Greenhouse, and Garden Center Technology
5602	Outdoor Recreation
5612	Small Animal Care
5627	Soil and Water Conservation
5655	Sports Turf Management
5654	Turf and Lawn Management
5674	Wildlife Management
5690	Agriculture, Food, and Natural Resources, work-based credit
5699	Agriculture, Food, and Natural Resources, LBA
CIP Code	Program Title (see pages 57-58 for approved courses for each CATE program)
010205	Agricultural Mechanics and Technology
030101	Environmental and Natural Resources Management
010601	Horticulture
011101	Plant and Animal Systems

Cluster: Architecture and Construction

Careers in designing, planning, managing, building, and maintaining the built environment.

Course Code	Course Title
6003	Air Conditioning and Refrigeration Technology 1
6004	Air Conditioning and Refrigeration Technology 2
6005	Air Conditioning and Refrigeration Technology 3
6006	Air Conditioning and Refrigeration Technology 4
6060	Building Construction Cluster 1
6061	Building Construction Cluster 2
6062	Building Construction Cluster 3
6063	Building Construction Cluster 4
6080	Cabinetmaking 1
6081	Cabinetmaking 2
6082	Cabinetmaking 3
6083	Cabinetmaking 4
6091	Carpentry 1
6092	Carpentry 2
6093	Carpentry 3
6094	Carpentry 4
6287	Electricity 1
6288	Electricity 2
6289	Electricity 3
6290	Electricity 4
6001	Introduction to Construction
6250	Masonry 1
6251	Masonry 2
6252	Masonry 3
6253	Masonry 4
6280	Plumbing 1
6281	Plumbing 2
6282	Plumbing 3
6283	Plumbing 4
6690	Architecture and Construction, work-based credit
6299	Architecture and Construction, LBA
CIP Code	Program Title (see pages 59-60 for approved courses for each CATE program)
470201	Air Conditioning and Refrigeration Technology
460000	Building Construction Cluster
480703	Cabinetmaking
460201	Carpentry
460301	Electricity
460101	Masonry
460503	Plumbing

Cluster: Arts, Audio-Video Technology, and Communications

Designing, producing, exhibiting, performing, writing, and publishing multimedia content including visual and performing arts and design, journalism, and entertainment services.

Course Code	Course Title
6170	Architectural Design 1
6171	Architectural Design 2
6120	Digital Art and Design 1
6121	Digital Art and Design 2
6122	Digital Art and Design 3
6123	Digital Art and Design 4
5710	Fashion Design and Apparel Construction 1
5711	Fashion Design and Apparel Construction 2
6200	Graphic Communications 1
6201	Graphic Communications 2
6202	Graphic Communications 3
6203	Graphic Communications 4
5455	Interior Design 1
5456	Interior Design 2
5712	Introduction to Fashion Design and Apparel Construction (Phasing out July 2013)
5205	Introduction to Graphic Communications
6172	Mechanical Design 1
6173	Mechanical Design 2
6124	Media Technology 1
6125	Media Technology 2
5290	Arts, Audio-Video Technology, and Communications, work-based credit
5299	Art, Audio-Video Technology, and Communications, LBA
CIP Code	Program Title (see pages 61-62 for approved courses for each CATE program)
151301	Architecture/Mechanical Design
500402	Digital Art and Design
500407	Fashion Design and Apparel Construction
100301	Graphic Communications
500408	Interior Design
100299	Media Technology

Cluster: Business, Management, and Administration

Business, management, and administration careers encompass planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations. Business, Management, and Administration career opportunities are available in every sector of the economy.

Course Code	Course Title
5122	Administrative Support Technology
5040	Business and Electronic Communication (Phasing out July 2012)
5092	Business Principles and Management
5131	Personal Finance
5047	Business Computer Mathematics (Phasing out July 2012)
5044	Business Law
5008	Computer Applications (Refer to Page 56 for More Info)
5176	Digital Desktop Publishing
5180	Digital Input Technologies
5181	Digital Literacy (Refer to Page 56 for More Info)
5036	E-Commerce (Phasing out July 2012)
5400	Entrepreneurship
5007	Google Applications
5020	Integrated Business Applications 1
5021	Integrated Business Applications 2
5032	International Business and Marketing
5090	Fundamentals of Business, Marketing and Finance
5480	Fundamentals of Project Management
5100	Keyboarding (Refer to Page 56 for More Info)
5030	Digital Multimedia
5482	Oracle Logistics
5178	Professional and Leadership Development
5043	Technical Writing (Phasing out July 2012)
5150	Virtual Enterprise 1
5151	Virtual Enterprise 2
5152	Virtual Enterprise 3
5153	Virtual Enterprise 4
5031	Web Page Design and Development 1
5033	Web Page Design and Development 2
5490	Business, Management, and Administration, work-based credit
5499	Business, Management, and Administration, LBA
CIP Code	Program Title (see pages 63-64 for approved courses for each CATE program)
520401	Administrative Services
521206	Business Information Management
520201	General Management
520204	Operations Management

Cluster: Education and Training

Planning, managing, and providing education and training services and related learning support services.

Course Code	Course Title
5800	Child Development 1
5801	Child Development 2
5700	Early Childhood Education 1
5701	Early Childhood Education 2
5702	Introduction to Early Childhood Education
5703	Introduction to Teaching 1
5704	Introduction to Teaching 2
5705	Teacher Cadet - CATE
6390	Education and Training, work-based credit
6399	Education and Training, LBA
CIP Code	Program Title (see page 65 for approved courses for each CATE program)
131210	Early Childhood Education
130101	Introduction to Teaching

Cluster: Finance

Planning, managing, and providing education and training services and related learning support services.

Course Code	Course Title
5001	Accounting 1
5005	Accounting 2
5271	Banking Services
5273	Business Finance
5275	Insurance
5277	Securities and Investments
6190	Finance, work-based credit
6899	Finance, LBA
CIP Code	Program Title (see page 66 for approved courses for each CATE program)
520801	Academy of Finance
520301	Accounting
520804	Business Finance

Cluster: Health Science

Planning, managing, and providing therapeutic services, diagnostic services, health informatics, support services, and biotechnology research and development.

Course Code	Course Title
5583	Biomedical Innovation
5530	Introduction to Emergency Medical Services
5531	Emergency Medical Services 1
5532	Emergency Medical Services 2
5533	Emergency Medical Services 3
5560	Gerontology
5550	Health Science 1
5551	Health Science 2
5581	Human Body Systems
5554	Introduction to Health Science
5582	Medical Interventions
5540	Medical Terminology
5570	Pharmacy Technology
5520	Practical Nursing, Phase 1
5580	Principles of Biomedical Sciences
5555	Sports Medicine 1
5556	Sports Medicine 2
5590	Health Science, work-based credit
5591	Sports Medicine, work-based credit
5599	Health Science, LBA
CIP Code	Program Title (see page 67 for approved courses for each CATE program)
510000	Health Science
511600	Practical Nursing
260102	Biomedical Sciences (Project Lead the Way)

Cluster: Hospitality and Tourism

Hospitality and Tourism encompasses the management, marketing, and operations of restaurants and other food services, lodging, attractions, recreation events, and travel-related services.

Course Code	Course Title
5720	Culinary Arts 1
5721	Culinary Arts 2
5476	Hospitality Management and Operations 1
5477	Hospitality Management and Operations 2
5722	Introduction to Culinary Arts
5478	Introduction to Hospitality Management and Operations
5190	Hospitality and Tourism, work-based credit
5199	Hospitality and Tourism, LBA
CIP Code	Program Title (see pages 67-68 for approved courses for each CATE program)
520905	Culinary Arts
520904	Hospitality Management and Operations

Cluster: Human Services/Family and Consumer Sciences

Preparing individuals for employment in career pathways that relate to families and human needs.

Course Code	Course Title
6158	Barbering 1
6159	Barbering 2
6150	Cosmetology 1
6151	Cosmetology 2
6152	Cosmetology 3
6153	Cosmetology 4
5808	Family and Consumer Sciences 1
5809	Family and Consumer Sciences 2
5820	Family Life Education 1
5821	Family Life Education 2
5804	Fashion, Fabric, and Design 1
5805	Fashion, Fabric, and Design 2
5812	Financial Fitness 1
5813	Financial Fitness 2
5824	Foods and Nutrition 1
5825	Foods and Nutrition 2
5830	Housing and Interiors 1
5831	Housing and Interiors 2
5834	Human Development: Responsible Life Choices 1
5835	Human Development: Responsible Life Choices 2
6154	Nail Technology 1
6155	Nail Technology 2
6156	Nail Technology 3
6157	Nail Technology 4
5816	Parenting Education 1
5817	Parenting Education 2
5759	Sports Nutrition 1
5760	Sports Nutrition 2
5890	Family and Consumer Sciences, work-based credit
5790	Human Services, work-based credit
5899	Family and Consumer Sciences, LBA
5799	Human Services, LBA
CIP Code	Program Title (see pages 69-70 for approved courses for each CATE program)
120402	Barbering
120401	Cosmetology
190101	Family and Consumer Sciences
120410	Nail Technology

Cluster: Information Technology

Building linkages in IT occupations framework: for entry level, technical, and professional careers related to the design, development, support, and management of hardware, software, multimedia, and systems integration services.

Course Code	Course Title
5351	Advanced Animation
5350	Foundations of Animation
5050	Computer Programming 1
5051	Computer Programming 2
5052	Computer Programming with Java 1
5053	Computer Programming with Java 2
5054	Computer Programming with Visual Basic 1
5055	Computer Programming with Visual Basic 2
5056	Computer Programming with C++ 1
5057	Computer Programming with C++ 2
5320	Computer Service Technology 1
5321	Computer Service Technology 2
5322	Computer Service Technology 3
5323	Computer Service Technology 4
5340	Image Editing 1
5341	Image Editing 2
5361	GIS Technology 1
5362	GIS Technology 2
5330	Home Systems Technology
5270	Information Technology Foundations
5310	Networking 1
5311	Networking 2
5312	Networking 3
5313	Networking 4
5326	Database Programming with PL/SQL
5324	Database Design and Programming with SQL
5327	SAS Programming 1
5328	SAS Programming 2
5390	Information Technology, work-based credit
5399	Information Technology, LBA
CIP Code	Program Title (see pages 71-73 for approved courses for each CATE program)
151202	Information Support and Services
110801	Web and Digital Communications
110901	Networking Systems
110201	Programming and Software Development

Cluster: Law, Public Safety, Corrections, and Security

Planning, managing, and providing legal, public safety, protective services, and homeland security, including professional and technical support services.

Course Code	Course Title
6512	Emergency and Fire Management Services 1
6513	Emergency and Fire Management Services 2
6505	Introduction to Law, Public Safety, Corrections and Security
6510	Law Enforcement Services 1
6511	Law Enforcement Services 2
6590	Law, Public Safety, Corrections and Security, work-based credit
6599	Law, Public Safety, Corrections and Security, LBA
CIP Code	Program Title (see page 74 for approved courses for each CATE program)
430203	Emergency and Fire Management Services
430107	Law Enforcement Services

Cluster: Manufacturing

Planning, managing, and performing the processing of materials into intermediate or final products and related professional and technical support activities such as production planning and control, maintenance, and manufacturing/process engineering.

Course Code	Course Title
6110	Communication Electronics 1
6111	Communication Electronics 2
6133	Core Electronics 1
6134	Core Electronics 2
6135	Core Electronics 3
6136	Core Electronics 4
6220	Industrial Electronics 1
6221	Industrial Electronics 2
6045	Introduction to Manufacturing Technology
6230	Machine Technology 1
6231	Machine Technology 2
6232	Machine Technology 3
6233	Machine Technology 4
6210	Mechatronics Integrated Technologies 1
6211	Mechatronics Integrated Technologies 2
6212	Mechatronics Integrated Technologies 3
6213	Mechatronics Integrated Technologies 4
6260	Metal Fabrication 1
6261	Metal Fabrication 2
6262	Metal Fabrication 3
6263	Metal Fabrication 4
6340	Welding Technology 1
6341	Welding Technology 2
6342	Welding Technology 3
6343	Welding Technology 4
6490	Manufacturing, work-based credit
6499	Manufacturing, LBA
CIP Code	Program Title (see pages 75-76 for approved courses for each CATE program)
470103	Communication Electronics
470101	Core Electronics
470105	Industrial Electronics
480503	Machine Technology
150404	Mechatronics Integrated Technologies
480501	Metal Fabrication
480508	Welding Technology

Cluster: Marketing, Sales, and Service

Planning, managing, and performing marketing activities to reach organizational objectives.

Course Code	Course Title
5470	Advertising
5422	Digital Media Marketing
5410	Fashion Merchandising
5440	Global Business
5421	Marketing
5431	Marketing Management
5430	Merchandising
5425	Sports and Entertainment Marketing 1
5426	Sports and Entertainment Management
5091	Marketing, Sales, and Service, work-based credit
5099	Marketing, Sales, and Services, LBA
CIP Code	Program Title (see pages 77-78 for approved courses for each CATE program)
090903	Marketing Communications
521401	Marketing Management
521802	Merchandising

Cluster: Science, Technology, Engineering, and Mathematics

Planning, managing, and providing scientific research and professional and technical services (e.g., physical science, social science, engineering) including laboratory and testing services and research and development services.

Course Code	Course Title
5757	Food Science and Dietetics 1
5758	Food Science and Dietetics 2
6040	Industrial Technology Education (Exploratory) 1
6041	Industrial Technology Education (Exploratory) 2
	PROJECT LEAD THE WAY
6095	Introduction to Pre-Engineering Technology*
6051	Introduction to Engineering Design
6050	Principles of Engineering
6052	Digital Electronics
	Optional fourth-level courses:
6053	Computer Integrated Manufacturing
6054	Engineering Design and Development
6056	Aerospace Engineering
6057	Biotechnical Engineering
6058	Civil Engineering and Architecture
6090	Pre-Engineering/Engineering & Industrial Technology Education, work-based credit
6099	Pre-Engineering/Industrial Technology Education, LBA
CIP Code	Program Title (see page 79 for approved courses for each CATE program)
140101	Pre-Engineering (Project Lead The Way)
190501	Food Science and Dietetics

*Approval Required – Contact B. T. Martin

Cluster: Transportation, Distribution, and Logistics

Planning, management, and movement of people, materials, and goods by road, pipeline, air, rail, and water and related professional and technical support services such as transportation infrastructure planning and management, logistics services, mobile equipment, and facility maintenance.

Course Code	Course Title
6020	Automotive Collision Repair Technology 1
6021	Automotive Collision Repair Technology 2
6022	Automotive Collision Repair Technology 3
6023	Automotive Collision Repair Technology 4
6030	Automotive Technology 1
6031	Automotive Technology 2
6032	Automotive Technology 3
6033	Automotive Technology 4
6310	Diesel Engine Technology 1
6311	Diesel Engine Technology 2
6312	Diesel Engine Technology 3
6313	Diesel Engine Technology 4
6015	Introduction to Transportation, Distribution, and Logistics
6300	Small Engine Technology 1
6301	Small Engine Technology 2
6302	Small Engine Technology 3
6303	Small Engine Technology 4
6790	Transportation, Distribution, and Logistics, work-based credit
6199	Transportation, Distribution, and Logistics, LBA
CIP Code	Program Title (see page 80 for approved courses for each CATE program)
470603	Automotive Collision Repair Technology
470604	Automotive Technology
470605	Diesel Engine Technology
470606	Small Engine Technology

The Office of Career and Technology Education currently offers no courses in the following cluster:

Cluster: Government and Public Administration

Executing governmental functions to include governance; national security; foreign service; planning; revenue and taxation; regulation; and management and administration at the local, state, and federal levels.

Middle School CATE Courses

Middle School Courses (Seventh and Eighth Grades)

Course Code	Course Title
2841	Gateway to Technology
2840	Industrial Technology Education
2856	Introduction to Agriculture
2830	Introduction to Career Clusters
2857	Personal Skills 1
2858	Personal Skills 2
<p>Use 5008 (Computer Applications), and 5100 (Keyboarding) and 5181 (Digital Literacy) as the course codes for middle school students taking these courses for high school credit if (a) the course follows the CATE curriculum standards for Computer Applications, and Keyboarding and Digital Literacy and (b) if a teacher with business education certification teaches the courses.</p>	
5008	Computer Applications (high school credit)
5100	Keyboarding (high school credit)
5181	Digital Literacy (high school credit)

CATE Programs: CIP Codes and Courses

The following are listings of the courses that create programs within several of the sixteen clusters. A state-recognized CATE program must be comprised of an approved sequence of career and technology education courses leading to a career goal and must include a *minimum* of 4 Carnegie units of credit. If the units of credit required to complete a specified CATE program *exceed* the minimum of 4 units, students must earn all of the required units of credit to be considered CATE program completers.

- ❖ Reminder: A CIP code used to designate a state-recognized CATE program for CATE concentrators/completers may only be used for CATE programs that offer students a minimum of 4 units in CATE courses approved by the OCTE. The required and/or approved CATE courses for each of the state-recognized CATE programs are designated in this section by CIP code.

Agriculture, Food, and Natural Resources Programs

Agricultural Mechanics and Technology010205

Agribusiness and Marketing
Agricultural Mechanics and Technology
Agricultural Mechanics and Technology for the Workplace 1
Agricultural Mechanics and Technology for the Workplace 2
Agricultural Power Mechanics
Agricultural Science and Technology
Agricultural Science and Technology for the Workplace
Agricultural Structural Mechanics
Equipment Operation and Maintenance
Soil and Water Conservation
Agriculture, Food, and Natural Resources, work-based credit

Environmental and Natural Resources Management030101

Agricultural Mechanics and Technology
Agricultural Science and Technology
Agricultural Science and Technology for the Workplace
Aquaculture
Environmental and Natural Resources Management
Environmental and Natural Resources Management for the Workplace 1
Environmental and Natural Resources Management for the Workplace 2
Equipment Operation and Maintenance
Forestry
Outdoor Recreation
Soil and Water Conservation
Wildlife Management
Agriculture, Food, and Natural Resources, work-based credit

Horticulture.....010601

- Agribusiness and Marketing
- Agricultural Mechanics and Technology
- Agricultural Science and Technology
- Agricultural Science and Technology for the Workplace
- Equipment Operation and Maintenance
- Floriculture
- Golf Course Technology
- Horticulture for the Workplace 1
- Horticulture for the Workplace 2
- Introduction to Horticulture
- Landscape Technology
- Nursery, Greenhouse, and Garden Center Technology
- Sports Turf Management
- Turf and Lawn Management
- Agriculture, Food, and Natural Resources, work-based credit

Plant and Animal Systems.....011101

- Agribusiness and Marketing
- Agricultural Crop Production and Management
- Agricultural Mechanics and Technology
- Agricultural Science and Technology
- Agricultural Science and Technology for the Workplace
- Animal Science
- Animal Science for the Workplace 1
- Animal Science for the Workplace 2
- Aquaculture
- Cattle Production
- Equine Science
- Equipment Operation and Maintenance
- Farm Animal Production
- Food Processing
- Introduction to Veterinary Science
- Small Animal Care
- Soil and Water Conservation
- Agriculture, Food, and Natural Resources, work-based credit

Architecture and Construction Programs

Air Conditioning and Refrigeration Technology470201

Air Conditioning and Refrigeration Technology 1
Air Conditioning and Refrigeration Technology 2
Air Conditioning and Refrigeration Technology 3
Air Conditioning and Refrigeration Technology 4
Architecture and Construction, work-based credit

Building Construction Cluster460000

Building Construction Cluster 1
Building Construction Cluster 2
Building Construction Cluster 3
Building Construction Cluster 4
Architecture and Construction, work-based credit

Cabinetmaking480703

Cabinetmaking 1
Cabinetmaking 2
Cabinetmaking 3
Cabinetmaking 4
Architecture and Construction, work-based credit

Carpentry460201

Carpentry 1
Carpentry 2
Carpentry 3
Carpentry 4
Architecture and Construction, work-based credit

Electricity460301

Electricity 1
Electricity 2
Electricity 3
Electricity 4
Architecture and Construction, work-based credit

Masonry460101

Masonry 1
Masonry 2
Masonry 3
Masonry 4
Architecture and Construction, work-based credit

Plumbing.....460503

Plumbing 1

Plumbing 2

Plumbing 3

Plumbing 4

Architecture and Construction, work-based credit

Arts, Audio-Video Technology, and Communications Programs

Architecture/Mechanical Design151301

Architectural Design 1
Architectural Design 2
Mechanical Design 1
Mechanical Design 2
Arts, Audio-Video Technology, and Communications, work-based credit

Digital Art and Design500402

Digital Art and Design 1
Digital Art and Design 2
Digital Art and Design 3
Digital Art and Design 4
Arts, Audio-Video Technology, and Communications, work-based credit

Fashion Design and Apparel Construction500407

Required Courses:

Fashion Design and Apparel Construction 1
Fashion Design and Apparel Construction 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Business and Electronic Communications (Phasing out July 2012)
Entrepreneurship
Family and Consumer Sciences 1
Family and Consumer Sciences 2
Fashion, Fabric, and Design 1
Fashion, Fabric, and Design 2
Fashion Merchandising
Financial Fitness 1
Financial Fitness 2
Housing and Interiors 1
Housing and Interiors 2
Introduction to Fashion Design and Apparel Construction
Marketing Management
Mechanical Design 1
Arts, Audio-Video Technology, and Communications, work-based credit

Graphic Communications.....100301

Graphic Communications 1
Graphic Communications 2
Graphic Communications 3
Graphic Communications 4
Arts, Audio-Video Technology, and Communications, work-based credit

Interior Design.....500408

Required Courses:

Interior Design 1

Interior Design 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Business and Electronic Communications (Phasing out July 2012)

Entrepreneurship

Family and Consumer Sciences 1

Family and Consumer Sciences 2

Fashion, Fabric, and Design 1

Fashion, Fabric, and Design 2

Fashion Merchandising

Financial Fitness 1

Financial Fitness 2

Housing and Interiors 1

Housing and Interiors 2

Marketing Management

Mechanical Design 1

Arts, Audio-Video Technology, and Communications, work-based credit

Media Technology100299

Media Technology 1

Media Technology 2

Arts, Audio-Video Technology, and Communications, work-based credit

Business, Management, and Administration Programs

Administrative Services.....520401

Required Courses:

Administrative Support Technology

Integrated Business Applications 1

Plus two or more of the following:

Business and Electronic Communication (Phasing out July 2012)

Digital Desktop Publishing

Digital Input Technologies

Image Editing 1

Image Editing 2

Integrated Business Applications 2

Professional and Leadership Development

Web Page Design and Development 1

Web Page Design and Development 2

Business, Management, and Administration, work-based credit

Business Information Management.....521206

Required Courses:

Web Page Design and Development 1

Digital Desktop Publishing

Plus two or more of the following:

Foundations of Animation

Image Editing 1

Image Editing 2

Digital Input Technologies

Digital Multimedia

Entrepreneurship

Fundamentals of Project Management

GIS Technology 1

GIS Technology 2

Information Technology Foundations

Integrated Business Applications 1

Integrated Business Applications 2

Professional and Leadership Development

Web Page Design and Development 2

Business, Management, and Administration, work-based credit

General Management520201

Required Courses:

Entrepreneurship

Accounting 1

Plus two or more of the following:

Accounting 2

Business Finance

Business Law

Business Principles and Management

E-Commerce (Phasing out July 2012)

Fundamentals of Project Management

Global Business

International Business and Marketing

Integrated Business Applications 1

Integrated Business Applications 2

Professional and Leadership Development

Virtual Enterprise 1

Virtual Enterprise 2

Virtual Enterprise 3

Virtual Enterprise 4

Business, Management, and Administration, work-based credit

Operations Management520204

Required Courses:

Virtual Enterprise 1

Virtual Enterprise 2

Plus two or more of the following:

Accounting 1

Accounting 2

Business Computer Mathematics (Phasing out July 2012)

Business Law

Digital Input Technologies

E-Commerce (Phasing out July 2012)

Entrepreneurship

Global Business

International Business and Marketing

Integrated Business Applications 1

Integrated Business Applications 2

Oracle Logistics

Professional and Leadership Development

Virtual Enterprise 3

Virtual Enterprise 4

Business, Management, and Administration, work-based credit

Education and Training Program

Early Childhood Education.....131210

Required Courses:

Early Childhood Education 1

Early Childhood Education 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Child Development 1

Child Development 2

Entrepreneurship

Family and Consumer Sciences 1

Family and Consumer Sciences 2

Family Life Education 1

Family Life Education 2

Financial Fitness 1

Financial Fitness 2

Foods and Nutrition 1

Foods and Nutrition 2

Introduction to Culinary Arts

Introduction to Early Childhood Education

Introduction to Health Science

Parenting Education 1

Parenting Education 2

Sports Nutrition 1

Sports Nutrition 2

Teacher Cadet - CATE

Education and Training, work-based credit

Introduction to Teaching.....130101

Required Courses:

Introduction to Teaching 1

Introduction to Teaching 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Child Development 1

Child Development 2

Family and Consumer Sciences 1

Family and Consumer Sciences 2

Family Life Education 1

Family Life Education 2

Financial Fitness 1

Financial Fitness 2

Human Development: Responsible Life Choices 1

Human Development: Responsible Life Choices 2

Introduction to Early Childhood Education

Introduction to Health Science

Parenting Education 1

Parenting Education 2

Teacher Cadet - CATE

Education and Training, work-based credit

Finance Program

Academy of Finance520801

Schools meeting the National Academy Foundation (NAF) membership requirements must follow the NAF curriculum (<http://www.naf.org>).

Accounting520301

Required Courses:

Accounting 1

Accounting 2

Plus two or more of the following:

Business Finance

Business Computer Mathematics (Phasing out July 2012)

Entrepreneurship

Integrated Business Applications 1

Integrated Business Applications 2

Personal Finance

Professional and Leadership Development

Securities and Investments

Virtual Enterprise 1

Virtual Enterprise 2

Virtual Enterprise 3

Virtual Enterprise 4

Finance, work-based credit

Business Finance.....520804

Required Courses:

Business Finance

Banking Services

Plus two or more of the following:

Accounting 1

Accounting 2

Business Law

Entrepreneurship

Insurance

Integrated Business Applications 1

Integrated Business Applications 2

Fundamentals of Business, Marketing and Finance

Personal Finance

Professional and Leadership Development

Securities and Investments

Finance, work-based credit

Health Science Programs

Health Science510000

Introduction Emergency Medical Services
Emergency Medical Services 2
Emergency Medical Services 3
Emergency Medical Services 4
Gerontology
Health Science 1
Health Science 2
Human Body Systems
Introduction to Health Science
Medical Interventions
Medical Terminology
Pharmacy Technology
Practical Nursing, Phase 1
Principles of Biomedical Sciences
Sports Medicine 1
Sports Medicine 2
Health Science, work-based credit
Sports Medicine, work-based credit

Practical Nursing511600

Practical Nursing, Phase 1

Biomedical Sciences (Project Lead the Way)260102

Human Body Systems
Medical Interventions
Principles of Biomedical Sciences
Biomedical Innovation

Hospitality and Tourism Programs

Culinary Arts520905

Required Courses:

Culinary Arts 1
Culinary Arts 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Accounting 1
Accounting 2
Business and Electronic Communication (Phasing out July 2012)
Entrepreneurship
Financial Fitness 1
Financial Fitness 2
Foods and Nutrition 1
Foods and Nutrition 2
Hospitality Management and Operations 1
Human Development: Responsible Life Choices 1

Human Development: Responsible Life Choices 2
Introduction to Culinary Arts
Sports Nutrition 1
Sports Nutrition 2
Hospitality and Tourism, work-based credit

Hospitality Management and Operations520904

Required Courses:

Hospitality Management and Operations 1
Hospitality Management and Operations 2

Plus one or more of the following if needed to meet state-recognized program requirements:

Accounting 1
Accounting 2
Business and Electronic Communication (Phasing out July 2012)
Family and Consumer Sciences 1
Family and Consumer Sciences 2
Culinary Arts 1
Entrepreneurship
Financial Fitness 1
Financial Fitness 2
Foods and Nutrition 1
Foods and Nutrition 2
Introduction to Hospitality Management and Operations
Marketing Management
Sports and Entertainment Marketing 1
Hospitality and Tourism, work-based credit

Human Services/Family and Consumer Sciences Programs

Family and Consumer Sciences190101

- ▶ **Note:** Program completers in Family and Consumer Sciences must take two levels of at least one course and select courses that show a clear path to a career. A minimum of four units of credit are required to be a completer.

Option 1: Behavioral and Social Sciences

Child Development 1
Child Development 2
Family and Consumer Sciences 1
Family and Consumer Sciences 2
Family Life Education 1
Family Life Education 2
Financial Fitness 1
Financial Fitness 2
Human Development: Responsible Life Choices 1
Human Development: Responsible Life Choices 2
Parenting Education 1
Parenting Education 2
Family and Consumer Sciences, work-based credit

Option 2: Design

Family and Consumer Sciences 1
Family and Consumer Sciences 2
Fashion, Fabric, and Design 1
Fashion, Fabric, and Design 2
Housing and Interiors 1
Housing and Interiors 2
Family and Consumer Sciences, work-based credit

Option 3: Nutrition

Family and Consumer Sciences 1
Family and Consumer Sciences 2
Foods and Nutrition 1
Foods and Nutrition 2
Sports Nutrition 1
Sports Nutrition 2
Family and Consumer Sciences, work-based credit

Cosmetology120401

Cosmetology 1
Cosmetology 2
Cosmetology 3
Cosmetology 4
Human Services, work-based credit

Nail Technology.....120410

- Nail Technology 1
- Nail Technology 2
- Nail Technology 3
- Nail Technology 4
- Human Services, work-based credit

Barbering120402

- Barbering 1
- Barbering 2
- Human Services, work-based credit

Information Technology Programs

Information Support and Services.....151202

Required Courses:

Computer Service Technology 1
Computer Service Technology 2

Plus two or more of the following:

Computer Service Technology 3
Computer Service Technology 4
Computer Programming 1
Computer Programming 2
Computer Programming with Java 1
Computer Programming with Java 2
Computer Programming with Visual Basic 1
Computer Programming with Visual Basic 2
Computer Programming with C++ 1
Computer Programming with C++ 2
Core Electronics
Entrepreneurship
Home Systems Technology
Information Technology Foundations
Integrated Business Applications 1
Integrated Business Applications 2
Networking 1
Networking 2
Networking 3
Networking 4
SAS Programming 1
SAS Programming 2
Information Technology, work-based credit

Web and Digital Communications.....110801

Required Courses:

Foundations of Animation
Image Editing 1

Plus two or more of the following:

Advanced Animation
Digital Desktop Publishing
Image Editing 2
Digital Input Technologies
Digital Media Marketing
Digital Multimedia
Entrepreneurship
Graphic Communications
Google Applications
Integrated Business Applications 1
Integrated Business Applications 2
Information Technology Foundations
Professional and Leadership Development

Web Page Design and Development 1
Web Page Design and Development 2
Information Technology, work-based credit

Networking Systems110901

Required Courses:

Networking 1
Networking 2

Plus two or more of the following:

Computer Programming 1
Computer Programming 2
Computer Programming with Java 1
Computer Programming with Java 2
Computer Programming with Visual Basic 1
Computer Programming with Visual Basic 2
Computer Programming with C++ 1
Computer Programming with C++ 2
Computer Service Technology 1
Computer Service Technology 2
Computer Service Technology 3
Computer Service Technology 4
Core Electronics
Entrepreneurship
Home Systems Technology
Information Technology Foundations
Networking 3
Networking 4
Information Technology, work-based credit

Programming and Software Development.....110201

Required Courses:

Computer Programming 1

Computer Programming 2

OR

Computer Programming with Java 1

Computer Programming with Java 2

OR

Computer Programming with Visual Basic 1

Computer Programming with Visual Basic 2

OR

Computer Programming with C++ 1

Computer Programming with C++ 2

OR

Database Design and Programming with SQL

Database Programming with PL/SQL

Plus two or more of the following:

Advanced Animation

Foundations of Animation

Entrepreneurship

GIS Technology 1

GIS Technology 2

Information Technology Foundations

Integrated Business Applications 1

Integrated Business Applications 2

Professional and Leadership Development

SAS Programming 1

SAS Programming 2

Web Page Design and Development 1

Web Page Design and Development 2

Information Technology, work-based credit

Law, Public Safety, Corrections and Security Programs

Emergency and Fire Management Services430203

Emergency and Fire Management Services 1
Emergency and Fire Management Services 2
Law, Public Safety, Corrections and Security, work-based credit

Note: A state-recognized CATE program must include a *minimum* of 4 Carnegie units of credit. The Emergency and Fire Management Services program must include multi-unit courses to meet this requirement.

Law Enforcement Services430107

Law Enforcement Services 1
Law Enforcement Services 2
Law, Public Safety, Corrections and Security, work-based credit

Note: A state-recognized CATE program must include a *minimum* of 4 Carnegie units of credit. The Law Enforcement Services program must include multi-unit courses to meet this requirement.

Manufacturing Programs

Communication Electronics470103

Communication Electronics 1
Communication Electronics 2
Manufacturing, work-based credit

Note: A state-recognized CATE program must include a *minimum* of 4 Carnegie units of credit. The Communication Electronics program must include multi-unit courses to meet this requirement.

Core Electronics470101

Core Electronics 1
Core Electronics 2
Core Electronics 3
Core Electronics 4
Manufacturing, work-based credit

Industrial Electronics470105

Industrial Electronics 1
Industrial Electronics 2
Manufacturing, work-based credit

Note: A state-recognized CATE program must include a *minimum* of 4 Carnegie units of credit. The Industrial Electronics program must include multi-unit courses to meet this requirement.

Machine Technology480503

Machine Technology 1
Machine Technology 2
Machine Technology 3
Machine Technology 4
Manufacturing, work-based credit

Mechatronics Integrated Technologies.....150404

Mechatronics Integrated Technologies 1
Mechatronics Integrated Technologies 2
Mechatronics Integrated Technologies 3
Mechatronics Integrated Technologies 4
Manufacturing, work-based credit

Metal Fabrication480501

Metal Fabrication 1
Metal Fabrication 2
Metal Fabrication 3
Metal Fabrication 4
Manufacturing, work-based credit

Welding Technology480508

Welding Technology 1

Welding Technology 2

Welding Technology 3

Welding Technology 4

Manufacturing, work-based credit

Marketing, Sales, and Service Programs

Marketing Communications090903

Required Courses:

Marketing
Advertising

Plus two or more of the following:

Digital Desktop Publishing
Digital Media Marketing
Google Applications
Image Editing 1
Image Editing 2
Digital Multimedia
E-Commerce (Phasing out July 2012)
Entrepreneurship
Global Business
International Business and Marketing
Professional and Leadership Development
Virtual Enterprise 1
Virtual Enterprise 2
Virtual Enterprise 3
Virtual Enterprise 4
Sports and Entertainment Marketing 1
Web Page Design and Development 1
Web Page Design and Development 2
Marketing, Sales, and Service, work-based credit

Marketing Management.....521401

Required Courses:

Marketing
Marketing Management

Plus two or more of the following:

Accounting 1
Accounting 2
Business Law
Business Principles and Management
E-Commerce (Phasing out July 2012)
Entrepreneurship
Fundamentals of Project Management
Google Applications
Hospitality Management and Operations 2
Integrated Business Applications 1
Integrated Business Applications 2
Oracle Logistics
Professional and Leadership Development
Sports and Entertainment Management
Virtual Enterprise 1
Virtual Enterprise 2

Virtual Enterprise 3
Virtual Enterprise 4
Marketing, Sales, and Service, work-based credit

Merchandising521802

Required Courses:

Marketing
Merchandising

Plus two or more of the following:

Fashion Merchandising
E-Commerce (Phasing out July 2012)
Entrepreneurship
Global Business
Google Applications
Image Editing 1
Image Editing 2
International Business and Marketing
Professional and Leadership Development
Sports and Entertainment Marketing 1
Web Page Design and Development 1
Web Page Design and Development 2
Marketing, Sales, and Service, work-based credit

Science, Technology, Engineering, and Mathematics Program

Pre-Engineering (Project Lead The Way)140101

Required Courses:

- Introduction to Engineering Design
- Principles of Engineering
- Digital Electronics

Plus one or more of the following to meet state-recognized program requirements:

- Computer Integrated Manufacturing
- Engineering Design and Development
- Aerospace Engineering
- Biotechnical Engineering
- Civil Engineering and Architecture
- Science, Technology, Engineering, and Mathematics, work-based credit

Food Science and Dietetics190501

Required Courses:

- Food Science and Dietetics 1
- Food Science and Dietetics 2

Plus one or more of the following if needed to meet state-recognized program requirements:

- Accounting 1
- Business and Electronic Communication (Phasing out July 2012)
- Child Development 1
- Child Development 2
- Foods and Nutrition 1
- Foods and Nutrition 2
- Food Processing
- Human Development: Responsible Life Choices 1
- Human Development: Responsible Life Choices 2
- Marketing
- Sports Nutrition 1
- Sports Nutrition 2
- Science, Technology, Engineering, and Mathematics, work-based credit

Transportation, Distribution, and Logistics Programs

Automotive Collision Repair Technology470603

Automotive Collision Repair Technology 1
Automotive Collision Repair Technology 2
Automotive Collision Repair Technology 3
Automotive Collision Repair Technology 4
Transportation, Distribution, and Logistics, work-based credit

Automotive Technology.....470604

Automotive Technology 1
Automotive Technology 2
Automotive Technology 3
Automotive Technology 4
Transportation, Distribution, and Logistics, work-based credit

Diesel Engine Technology.....470605

Diesel Engine Technology 1
Diesel Engine Technology 2
Diesel Engine Technology 3
Diesel Engine Technology 4
Transportation, Distribution, and Logistics, work-based credit

Small Engine Technology.....470606

Small Engine Technology 1
Small Engine Technology 2
Small Engine Technology 3
Small Engine Technology 4
Transportation, Distribution, and Logistics, work-based credit

Appendix D

Nontraditional CATE Programs

Nontraditional CATE Programs for Females	
CIP Code	Program Title
010205	Agricultural Mechanics and Technology
470201	Air Conditioning and Refrigeration Technology
151301	Architectural/Mechanical Design
470603	Automotive Collision Repair Technology
470604	Automotive Technology
460000	Building Construction Cluster
480703	Cabinetmaking
460201	Carpentry
470103	Communication Electronics
470101	Core Electronics
470605	Diesel Engine Technology
460301	Electricity
430203	Emergency and Fire Management Services
030101	Environmental and Natural Resources Management
520201	General Management
010601	Horticulture
470105	Industrial Electronics
151202	Information Support and Services
430107	Law Enforcement Services
480503	Machine Technology
460101	Masonry
150404	Mechatronics Integrated Technologies
480501	Metal Fabrication
110901	Networking Systems
011101	Plant and Animal Systems
460503	Plumbing
110201	Programming and Software Development
140101	Pre-Engineering (Project Lead The Way)
470606	Small Engine Technology
480508	Welding Technology

Nontraditional CATE Programs for Males	
CIP Code	Program Title
520401	Administrative Services
120401	Cosmetology
131210	Early Childhood Education
190501	Food Science and Dietetics
120410	Nail Technology

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