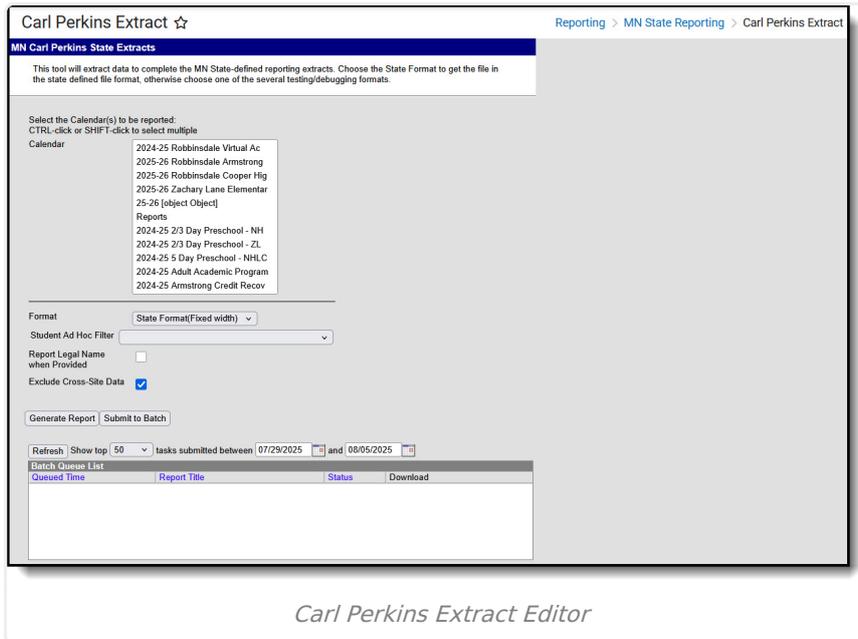


# Carl Perkins State Extract (Minnesota)

Last Modified on 03/12/2026 7:48 am CDT

Tool Search: Carl Perkins State Extract

The Minnesota Department of Education (MDE) approves Career and Technical Education Programs (CTE) that meet teacher licensing and other criteria. These programs are eligible to access federal Carl D. Perkins funds. Districts that accept these federal dollars must report enrollment and student proficiency for CTE courses and programs to the department.



Carl Perkins Extract Editor

- Read** - Generate extract.
- Write** - N/A
- Add** - N/A
- Delete** - N/A

For more information about Tool Rights and how they function, see this [Tool Rights](#) article.

## Report Editor

Field	Description
<b>Extract Infomration</b>	See the <a href="#">Report Logic and Layout section</a> of this article for additional information.

Field	Description
<b>Calendar Selection</b>	At least one calendar needs to be selected in order to generate the report. Calendars can be selected by the active year, by school name or by year.
<b>Format</b>	Selection determines whether the extract generates in the State Format (fixed width), CSV, HTML or XML format.
<b>Student Ad hoc Filter</b>	When chosen, only those students included in the selected ad hoc filter are reported in the extract, if they meet the requirements of the extract.
<b>Report Legal Name when Provided</b>	When checked, the name-related fields will report with legal information if it is entered. When unchecked, the name-related fields will always report with preferred information, even if legal information is entered.
<b>Exclude Cross-Site Data</b>	When checked, Cross-Site Data will be excluded. When unchecked, Cross-Site Data will be included.
<b>Report Generation</b>	The extract can be generated immediately using the <b>Generate Report</b> button. Or, use the <b>Submit to Batch</b> button to select when the report is generated. See the <a href="#">Batch Queue</a> article for more information on this functionality.

## Generating the Carl Perkins Extract

1. Indicate which **Calendar(s)** should appear in the report.
2. Select the **Format** in which the report should be generated. Options include State Format (Fixed Width), CSV, XML, and HTML. State Format is used for submitting data to the state while the other formats can be used to review data prior to submission.
3. Select an **Ad Hoc** filter to limit report results to a pre-defined filter.
4. Indicate if Demographics fields should **Report Student Legal Identities When Provided**.
5. If desired, mark the **Exclude Cross-Site Date** to exclude information from cross-site sections and courses.
6. Click **Generate Extract** to generate the report in the indicated format, or click Submit to Batch to schedule when the report will be generated.

Users can submit a report request to the batch queue by clicking Submit to Batch instead of Generate Extract. This process allows larger reports to be generated in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the [Batch Queue](#) article.

## Report Logic and Layout

Click this [Carl Perkins Extract.pdf](#)  link to view the reporting periods, logic, and layout details.

