

Career and Technical Education (CTE) (Oregon)

Last Modified on 10/06/2025 11:42 am CDT

<u>Enter New CTE Records | Print CTE Summary Report | CTE Program Information Fields | State-Defined Elements | Course Information | Certificate Information | Organization Information | Certificate Info</u>

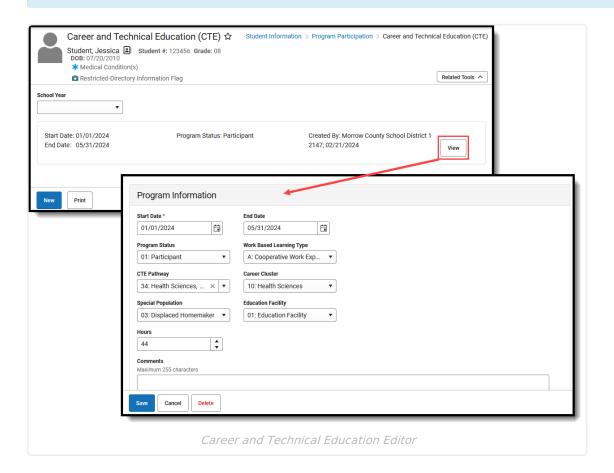
Tool Search: Career and Technical Education (CTE)

The CTE tool tracks student participation in Career and Technical Education courses and aids in monitoring student progress toward course completion. The Oregon Board of Education defines CTE (or Work-Based Learning) as follows:

Structured learning in the workplace or simulated environment provides opportunities for sustained interactions with industry or community professionals that foster in-depth, firsthand experience of the expectations and application of knowledge and skills required in a given career field.

A student can have multiple active CTE records at one time.

See the core <u>Career and Technical Education (CTE)</u> article for additional information.





Read - Access and view existing CTE records.

Write - Modify existing CTE records.

Add - Add new CTE records.

Delete - Permanently remove CTE records.

For more information about Tool Rights and how they function, see the **Tool Rights** article.

Use the <u>Federal/State Program Updater</u> tool to import CTE records.

Enter New CTE Records

- 1. Click New. A Program Information editor displays.
- 2. Enter the **Start Date**, which indicates the date the student began attending CTE programming.
- 3. Select the appropriate **Program Status.**
- 4. Select the appropriate Work-Based Learning Type.
- 5. Select the appropriate CTE Pathway.
- 6. Select the appropriate Career Cluster.
- 7. Select the appropriate **Special Population.**
- 8. Select the appropriate **Education Facility**.
- 9. Enter the number of **Hours** the student is required to attend CTE classes.
- 10. Enter any **Comments** related to the student's programming.
- Continue entering fields as needed for your district and/or state for the remaining sections of the CTE Record - State or District Defined Elements (if any), Course Information, Certificate Information, etc.
- 12. Click Save. The new record is listed for the student.

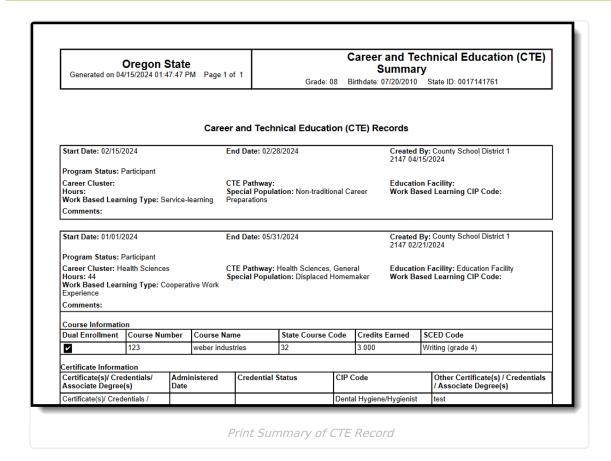
To modify existing CTE records, click **View** next to the appropriate record and make the necessary adjustments. **Save** when finished.

To end a record, click **View** next to the appropriate record and add an **End Date**. Click **Save** when finished.

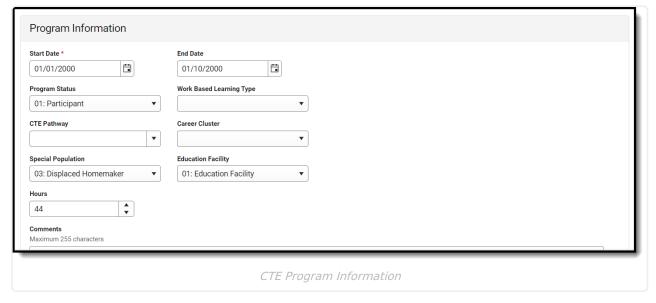
Print CTE Summary Report

Click **Print** to display a PDF view of the student's Career and Technical Education (CTE) records.





CTE Program Information Fields



▶ Click here to expand...

Start Date

Indicates the date the student was added to the CTE Program. Dates can be entered in mm/dd/yy or use the calendar icon to select a date.



Click here to expand...

Database Location:

CareerTechnicalEducation.startDate

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > startDate (careerTechEd.startDate)

Reports:

CTE Student

End Date

Indicates the date the student ended or completed the CTE Program. Dates can be entered in mm/dd/yy or use the calendar icon to select a date.

▶ Click here to expand...

Database Location:

CareerTechnicalEducation.endDate

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > endDate (careerTechEd.endDate)

Reports:

CTE Student

Program Status

Identifies the student's status in the CTE program.

- 01: Participant
- 02: Concentrator
- 03: Completer
- Click here to expand...

Database Location:

CareerTechnicalEducation.programStatus

Ad hoc Inquiries:



Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > programStatus (careerTechEd.programStatus)

Reports:

CTE Student

Work-Based Learning Type

Identifies the type of CTE program the student participates in.

▶ Click here to expand...

| Code | Name | Description |
|------|--|---|
| Α | Cooperative Work Experience | The placement of students by the high school and/or college in a structured work-based learning experience that is directly related to their classroom studies and under the control of the high school and/or college. Each student should have theoretical knowledge and/or practical experience in a relevant major field of study prior to being placed in a cooperative work experience. |
| В | Clinical/Practicum/Internship | |
| С | Pre-apprenticeship | A program or set of strategies that is designed to prepare individuals to enter and succeed in a Registered Apprenticeship program; has a documented partnership with at least one, if not more, Registered Apprenticeship program(s); and is approved by the Oregon State Apprenticeship and Training Council. |
| F | Service Learning | |
| Н | School-Based Enterprise Experience | |
| K | Workplace Simulation/Tech- Based Learning | |
| Z | Not Applicable | |

Database Location:

CareerTechnicalEducation.wblType

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education



(CTE) > wblType (careerTechEd.wblType)

Reports:

CTE Student

CTE Pathway

Indicates the type of CTE program in which the student participates.

Click here to expand...

Database Location:

CareerTechnicalEducation.ctePathway

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > ctePathway (careerTechEd.ctePathway)

Reports:

CTE Student

Career Cluster

Indicates the field of study to which the CTE program belongs.

▶ Click here to expand...

Database Location:

careerTechnicalEducation.cluster

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > careerCluster (careerTechEd.careerCluster

Reports:

CTE Student

Special Population

Indicates any specific population the student belongs. This could include individuals with disabilities, individuals in economically disadvantaged circumstances, individuals preparing for nontraditional fields, single parents, or persons in other groups defined under the Strengthening



Career and Technical Education for the 21st Century Act (Perkins V).

Districts can modify this list as needed.

▶ Click here to expand...

Database Location:

careerTechnicalEducation.specialPopulation

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > specialPopulation (careerTechEd.specialPopulation)

Reports:

CTE Student

Education Facility

Indicates the location where the CTE Program is taking place.

Districts can modify this list as needed.

▶ Click here to expand...

Database Location:

careerTechnicalEducation.educationFacility

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > educationFacility (careerTechEd.educationFacility)

Reports:

CTE Student

Hours

Indicates the total hours the student has participated in the CTE program or in job-related activities.

Click here to expand...

Database Location:

careerTechnicalEducation.hours



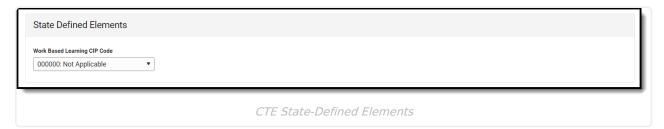
Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > hours (careerTechEd.hours)

Reports:

CTE Student

State-Defined Elements



▶ Click here to expand...

Work-Based Learning CIP Code

Code indicating the CIP code associated with the Course, CTE Program, and/or Certification. These options cannot be modified.

▶ Click here to expand...

Database Location:

Definition.cipCode

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > wblCIPCode (careerTechEd.wblCIPCode)

Reports:

CTE Student

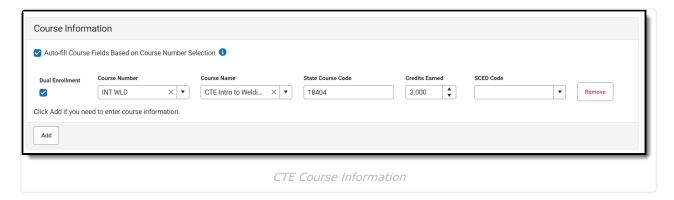
Course Information

This section lists the specific courses the student is taking related to the assigned CTE Program.

- Mark the **Auto-fill Course Fields...** checkbox to populate the Course Name, State Course Code, Credits and SCED Code when the Course Number is entered.
- Mark the **Dual Enrollment** checkbox to indicate the student has multiple concurrent enrollments.



• Click **Add** to display another row to add Course records.



Certificate Information

This section lists which certificates, degrees, or credentials the student has completed or is working towards completion. Use the **Add** button to add more rows for a certificate; use the **Remove** button to remove rows.



▶ Click here to expand...

Certificates, Credentials, Associate Degrees

Indicates which Certificate(s), Credentials, or Associate Degree(s) the student has received or will receive upon program completion.

▶ Click here to expand...

Database Location:

CareerTechnicalEducation.certCredentialDegree

Ad hoc Inquiries:



Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > certCredentialDegree (careerTechEd.certCredentialDegree)

Reports:

CTE Student

Administered Date

Date the certificate/credential/associate degree was administered.

▶ Click here to expand...

Database Location:

CareerTechnicalEducation.administeredDate

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > administeredDate (careerTechEd.administeredDate)

Reports:

CTE Student

Credential Status

Indicates the status of the credential - Fail, In Progress, Pass.

▶ Click here to expand...

Database Location:

CareerTechnicalEducation.credentialStatus

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > credentialStatus (careerTechEd.credentialStatus)

Reports:

CTE Student

CIP Code

Identifies the CIP Code for the credential.



Click here to expand...

Database Location:

CareerTechnicalEducation.cipCode

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > cipCode (careerTechEd.cipCode)

Reports:

CTE Student

Other Certificates, Credentials, Associate Degrees

Lists other certificates, credentials, and associate degrees the student is working towards or has completed.

▶ Click here to expand...

Database Location:

Career Technical Education. other Cert Credential Degree

Ad hoc Inquiries:

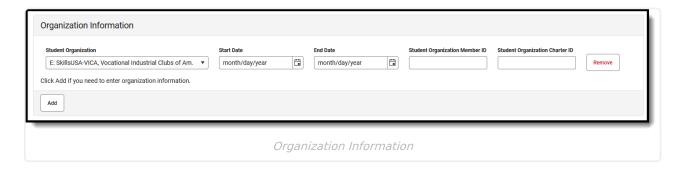
Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > otherCertCredentialDegree (careerTechEd.otherCertCredentialDegree)

Reports:

CTE Student

Organization Information

This section lists clubs or groups in which the student participates that relate to the CTE program. Use the **Add** button to add more rows for a certificate; use the **Remove** button to remove rows.





Click here to expand...

Student Organization

Identifies the organization in which a CTE student is actively participating. The list of organizations cannot be modified.

▶ Click here to expand...

Database Location:

Career Technical Education. student Organization

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > studentOrganization (careerTechEd.studentOrganization)

Reports:

CTE Student

Start Date

Indicates the date the student began membership in the organization.

▶ Click here to expand...

Database Location:

CareerTechnicalEducation.organizationStartDate

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > organizationStartDate (careerTechEd.OrganizationStartDate)

Reports:

CTE Student

End Date

Indicates the date the student ended membership in the organization.

▶ Click here to expand...

Database Location:



Career Technical Education. organization End Date

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > organizationEndDate (careerTechEd.OrganizationEndDate)

Reports:

CTE Student

Student Organization Member ID

Indicates the student's Member ID in the Student Organization.

▶ Click here to expand...

Database Location:

Career Technical Education. student Organization Member ID

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > studentOrganizationMemberID (careerTechEd.studentOrganizationMemberID)

Reports:

CTE Student

Student Organization Charter ID

Indicates the charter ID of the student organization.

▶ Click here to expand...

Database Location:

Career Technical Education. student Organization Charter ID

Ad hoc Inquiries:

Student > Learner > Career and Technical Education (CTE) > Career and Technical Education (CTE) > studentOrganizationCharterID (careerTechEd.studentOrganizationCharterID)

Reports:

CTE Student

