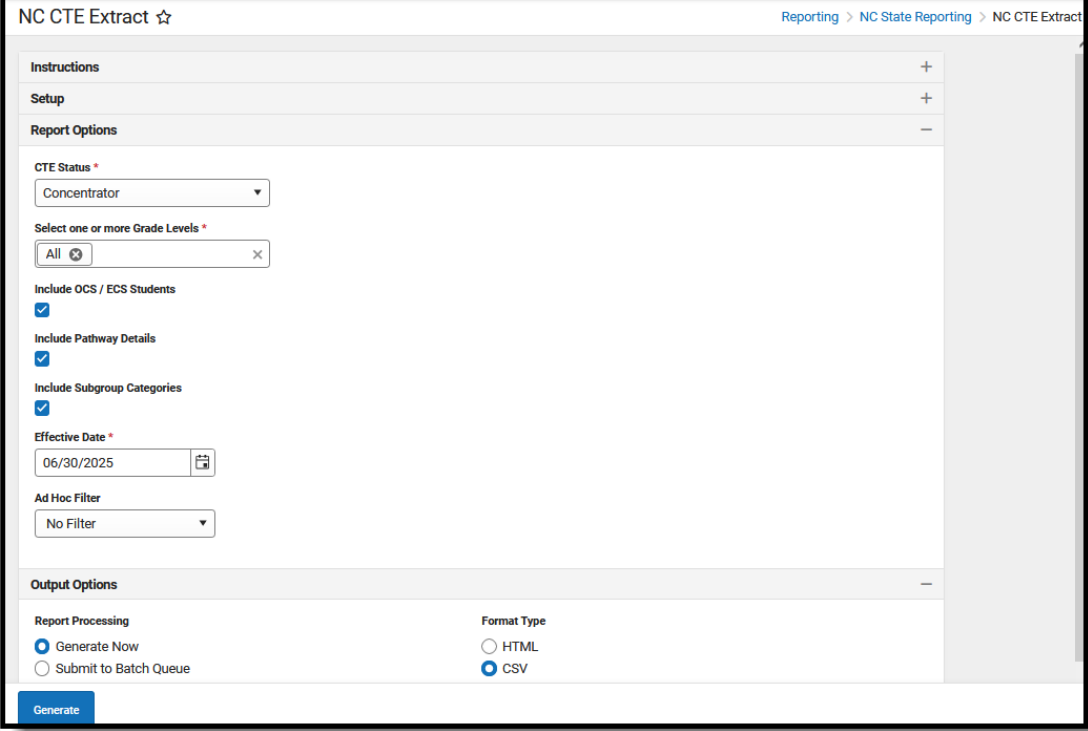


# NC CTE Extract

Last Modified on 05/01/2025 9:38 am CDT

Tool Search: NC CTE Extract

The CTE Extract collects data on CTE Concentrators, Potential Concentrators, OCS/ECS Exclusions, Pathway Course Sequences, and Major Level courses.



NC CTE Extract ☆

Reporting > NC State Reporting > NC CTE Extract

**Instructions** +

**Setup** +

**Report Options** -

CTE Status \*  
Concentrator

Select one or more Grade Levels \*  
All

Include OCS / ECS Students  
☒

Include Pathway Details  
☒

Include Subgroup Categories  
☒

Effective Date \*  
06/30/2025

Ad Hoc Filter  
No Filter

**Output Options** -

Report Processing  
☒ Generate Now  
☐ Submit to Batch Queue

Format Type  
☐ HTML  
☒ CSV

Generate

NC CTE Extract Editor

**Read** - Access and generate the NC CTE Extract.

**Write** - N/A

**Add** - N/A

**Delete** - N/A

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

## Report Logic

Only primary enrollments are included in the report.

Student Enrollments must be active at least one day during the reporting period in order to be included.

- The enrollment end date must be blank or on or before the last day of the school calendar.
- The enrollment end date must be within the Calendar year and have a Local End Status of W4

or W6.

All program records from all years are reported, not just those program records from the selected calendar. One record per program reports, even when it crosses multiple years.

OCS/ECS Students, Pathways Details, and Subgroup Categories are excluded from the report unless the checkbox is marked on the Report editor.

Academic Programs must be marked as State Reported to be included in the CTE Extract.

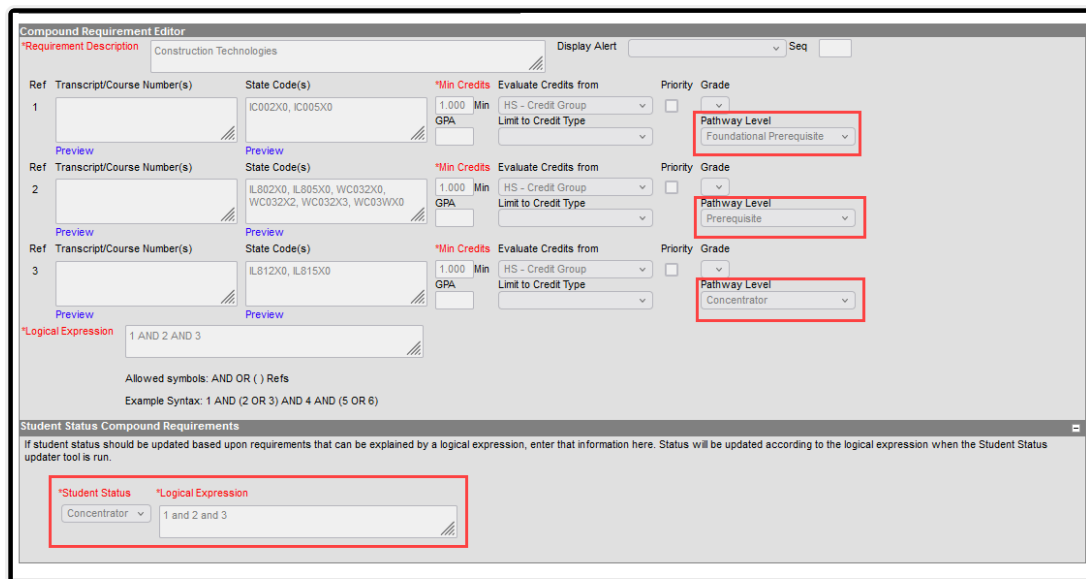
The report uses the [Compound Requirements](#) setup on the Academic Program to report CTE Status.

- When an Academic Program has two required courses, the Pathway Level is set to Prerequisite for one course and Concentrator for the other course.

The screenshot displays the 'Compound Requirement Editor' window. At the top, the 'Requirement Description' is 'CCP Agriculture, Food, and Natural Resources'. Below this, there are two rows of course requirements. Each row includes fields for 'Ref', 'Transcript/Course Number(s)', 'State Code(s)', 'Min Credits', 'Evaluate Credits from', 'Priority', and 'Grade'. The 'Pathway Level' dropdown menu is highlighted for each row. For the first row, the 'Pathway Level' is set to 'Prerequisite'. For the second row, the 'Pathway Level' is set to 'Concentrator'. Below the course requirements, there is a section for 'Logical Expression' with the text '1 AND 2'. At the bottom, there is a 'Student Status Compound Requirements' section with a 'Student Status' dropdown set to 'Concentrator' and a 'Logical Expression' field containing '1 and 2'.

*Compound Requirements Setup for Two Required Courses*

- When an Academic Program has three required courses, the Pathway Level is set to Foundational Prerequisite for one course, Prerequisite for the second course, and Concentrator for the third course.



Compound Requirements Setup for Three Required Courses

Students are NOT included when:

- The Calendar of enrollment is marked as State Exclude or Summer School.
- The Grade Level of enrollment is marked as State Exclude.
- The Enrollment record is marked as State Exclude or No Show.

## Report Editor

Data Element	Description
<b>Setup</b>	
<b>Search Calendars</b>	Search field to narrow the list of calendars to select. Use the Expand All/Collapse All. Place a checkbox next to the desired school and calendars.
<b>Show Active Year Only</b>	When set to ON, only those calendars for the current school year are available for selection. When set to OFF, all calendars from all school years are available for selection.
<b>Report Options</b>	
<b>CTE Status</b>	Indicates the <b>CTE Status</b> to include in the extract. Choose the <b>All</b> option or an individual status - Concentrator, Potential Concentrator, or Participant. Only one status can be selected.
<b>Grade Levels</b>	Lists the <b>state Grade Levels</b> of enrollment that can be selected. Select the <b>All</b> option or individual grade levels. More than one grade level can be selected.

Data Element	Description
<b>Include OCS/ECS Students</b>	When marked, students who are OCS or ECS are included in the report.
<b>Include Pathway Details</b>	When marked, the Pathway Details are included in the report.
<b>Include Subgroup Categories</b>	When marked, students who are Homeless, Migrant, Single Parents, Youth with Parents in Active Military, and English Language Learners are included in the report.
<b>Effective Date</b>	Entered date reflects the date by which students are considered active in the school. This date defaults to the last day of the selected calendar. Use the Calendar icon to select a different date or enter a new day in MMDDYY format.
<b>Ad hoc Filter</b>	Select which students to include in the extract by choosing a filter that was created in the Filter Designer. Only those students included in the filter are included in the report.
<b>Output Options</b>	
<b>Report Processing</b>	To generate the report immediately, select <b>Generate Now</b> option. To choose when the report generates, use the <b>Submit to Batch</b> option. Submit to Batch is useful when generating the report for several calendars or for larger amounts of data being reported. See the <a href="#">Batch Queue</a> article for more information.
<b>Format Type</b>	Determines in which format the report generates - CSV or HTML.

## Generate the Report

1. Search for and select the desired **Calendars**.
2. Select the desired **CTE Status** from the dropdown list. Only one can be selected.
3. Select one of more **Grade Levels**. More than one can be selected.
4. Mark the checkboxes to include students in additional reporting categories - **Include OCS/ECS Students**, **Include Pathway Details**, and **Include Subgroup Categories**.
5. Enter an **Effective Date** for the report.
6. Select an **Ad hoc Filter** to only report data for students included in the filter.
7. Select the desired **Report Processing** option of **Generate Now** or **Submit to Batch Queue**.
8. Select the desired **Format Type**.
9. Click **Generate**. The report displays in the selected format.

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Student Number	Last Name	First Name	Grade	Sex	Race/Ethnicity	Career Pathway	Career Cluster	CTE Status	Override	Course(s) in Progress	Foundational Prerequisite Course	Prerequisite Course	Concentrator Course
12345678	Student	Andrew	10	M	W	CTE: Woodworking-WOWO/MANU	MANU		N				
23456789	Student	Brian	12	M	B	CTE Participant 1237			N	HU102X0			
34567890	Student	Charles	12	M	B	CTE: National Acad of Health Sciences-NAFH/HLTH	HLTH		N	HU102X0			
45678901	Student	David	12	M	B	CTE: Plant Systems-PLSV/AGNR	AGNR		N	AP412X0			AP412X0

CTE Extract - CSV Format

CTE Extract Records:2012																
Student Number	Last Name	First Name	Grade	Sex	Race/Ethnicity	Career Pathway	Career Cluster	CTE Status	Override	Course(s) in Progress	Foundational Prerequisite Course	Prerequisite Course	Concentrator Course	Pathway Credits Required	Individuals with Disabilities	Ind Prep Non T
12345678	Student	Andrew	10	M	W	CTE: Woodworking-WOWO/MANU	MANU		N					2.000	N	N
23456789	Student	Brian	12	M	B	CTE Participant 1237			N	HU102X0				6.000	Y	N
23456789	Student	Brian	12	M	B	CTE: Plant Systems-PLSV/AGNR	AGNR		N	AP412X0		AP412X0		2.000	Y	N
23456789	Student	Brian	12	M	B	CTE: National Acad of Health Sciences-NAFH/HLTH	HLTH		N	HU102X0				2.000	Y	N

CTE Extract - HTML Format

## Report Layout

Data Element	Description	Location
<b>Student Number</b>	Reports the locally assigned Student Number.  <i>Numeric</i>	Demographics > Local Student Number  Person.studentNumber
<b>Last Name</b>	Reports the student's last name.  <i>Alphanumeric, 50 characters</i>	Demographics > Last Name  Identity.lastName
<b>First Name</b>	Reports the student's first name.  <i>Alphanumeric, 50 characters</i>	Demographics > First Name  Identity.firstName
<b>Grade</b>	Reports the grade level of enrollment for the student.  <i>Alphanumeric, 3 characters</i>	Enrollments > General Enrollment Information > Grade  Enrollment.grade
<b>Sex</b>	Reports the student's gender.  <i>Alphanumeric, 1 character (M or F)</i>	Demographics > Sex  Identity.gender

Data Element	Description	Location
<b>Race/Ethnicity</b>	Indicates the student's Race/Ethnicity.  <i>Alphanumeric, 1 character</i>	Demographics > Race/Ethnicity  Identity.raceEthnicity
<b>Career Pathway</b>	Reports the Academic Plan associated with the Pathway.  <i>Alphanumeric</i>	Academic Program Detail > Program Name
<b>Career Cluster</b>	Reports the student's Career Cluster.  <i>Alphanumeric</i>	Academic Program Detail > Cluster

Data Element	Description	Location
<b>CTE Status</b>	<p>Indicates whether the student is a Concentrator, Participant, or Potential Concentrator. See the <a href="#">Report Logic</a> section for additional details.</p> <p>When the Academic Program Student Status is set to Concentrator or Participant, that value reports.</p> <p>Otherwise, a check is done to see whether the student is a Potential Concentrator based on the Compound Requirements for the Program in which the student is enrolled.</p> <p>When the Program has a Foundational Prerequisite, Prerequisite, and Concentrator:</p> <ul style="list-style-type: none"> <li>• When 1 and 2 are complete and the student is scheduled into 3, the CTE Status reports as a Potential Concentrator.</li> <li>• When the Program only has a Prerequisite and a Concentration, when 1 is complete, and the student is scheduled into 2, the CTE Status reports as a Potential Concentration.</li> </ul> <p><i>Alphanumeric</i></p>	<p>Academic Program Detail &gt; Student Status</p> <p>Academic Program Setup &gt; Compound Requirements</p>
<b>Override</b>	<p>Indicates the student has been granted an override to participate in the program.</p> <p><i>Alphanumeric, 1 character (Y or N)</i></p>	Academic Program Detail > Override

Data Element	Description	Location
<b>Course(s) In Progress</b>	<p>Lists the in-progress courses the student is currently taking.</p> <p>This reports only when the <b>Include Pathway Details</b> is marked on the Extract editor.</p> <p>When the student's End Date in the course/section is on or before the start date of the course/section, OR the student has received credit for the course and is posted on the student's transcript, the course is not included.</p>	Schedule, Programs > Academic Program
<b>Foundational Prerequisite Course</b>	<p>Lists the Course Numbers of the courses that are considered pre-requisites.</p> <p>This reports only when the <b>Include Pathway Details</b> is marked on the Extract editor.</p>	Academic Program Setup > Academic Program Detail > Compound Requirements > Pathway Level
<b>Prerequisite Course</b>	<p>Lists the Course Numbers of the courses that are considered pre-requisites.</p> <p>This reports only when the <b>Include Pathway Details</b> is marked on the Extract editor.</p>	Academic Program Setup > Academic Program Detail > Compound Requirements > Pathway Level
<b>Concentrator Course</b>	<p>Lists the courses the student is taking that are considered Concentrator.</p> <p>This reports only when the <b>Include Pathway Details</b> is marked on the Extract editor.</p>	Academic Program Setup > Academic Program Detail > Compound Requirements > Pathway Level



Data Element	Description	Location
<b>Pathway Credits Required</b>	<p>Lists the number of credits required for the Pathway.</p> <p>This is the SUM of credits required for all courses in the Pathway.</p> <p>This reports only when the <b>Include Pathway Details</b> is marked on the Extract editor.</p> <p><i>Numeric</i></p>	Academic Program Setup > Course Requirements > Minimum Credits
<b>Individuals with Disabilities</b>	<p>Reports a value of Y when the Primary Disability field is populated.</p> <p>Report a value of N when the Primary Disability field is NOT populated.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Exceptional Children (EC) > Primary Disability
<b>Individuals Preparing for Non-Traditional Fields</b>	<p>When the Non-Traditional Participation checkbox is marked on the student's Academic Plan, reports either Y or N.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Academic Program Detail > Non-Traditional Participation

Data Element	Description	Location
<b>Single Parents</b>	<p>Indicates the student is also a single parent.</p> <p>When the Pregnant and Parenting Program Status field is populated AND the End Date on that program is blank or is before the Effective Date entered on the report editor, a value of Y reports.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Pregnant and Parenting > Program Status
<b>English Learners</b>	<p>Indicates the student is also an English Language Learner.</p> <p>When the student's English Learner Program Status is EL AND the End Date on that program is blank or is before the Effective Date entered on the report editor, a value of Y reports. Otherwise, a value of N reports.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	English Learners > English Learners (EL) > Active EL Record > Program Status

Data Element	Description	Location
<b>Homeless Individuals</b>	<p>Indicates the student is also considered unhoused.</p> <p>When the student has an active Homeless record (no End Date or End Date after the date of the report), a value of Y reports.</p> <p>Otherwise, a value of N reports.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Homeless > End Date
<b>Migrant Students</b>	<p>Indicates the student is also considered a Migrant.</p> <p>When the student's Migrant record has a Program Status of Active AND the End Date on that program is blank or is before the Effective Date entered on the report editor, reports a value of Y. Otherwise, a value of N reports.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Migrant > Program Status

Data Element	Description	Location
<b>Youth with Parents In Active Military</b>	<p>Indicates the student's parents are active members of the military.</p> <p>When the Military Connections Editor has an active record AND the End Date on that program is blank or is before the Effective Date entered on the report editor, reports a value of Y. Otherwise, reports a value of N.</p> <p>This reports only when the <b>Include Subgroup Categories</b> is marked on the Extract editor.</p> <p><i>Alphanumeric, Y or N</i></p>	Military Connections
<b>OCS/ECS Flag</b>	<p>Indicates the student participates in OCS/ECS.</p> <p>When the EC Designated Course of Study is populated, reports either O or E. Otherwise, reports blank.</p>	Exceptional Children (EC) > EC Designated Course of Study
<b>School Year</b>	<p>Reports the calendar year the Concentrator was completed.</p> <p>When there is no end date entered for the Concentrator, the Calendar Year reports.</p> <p>When the program is not set to Concentrator, this field reports blank.</p> <p><i>Numeric, 9 characters (YYYY - YYYY)</i></p>	<p>Calendar &gt; Start Year, End Year</p> <p>Calendar.startYear Calendar.endYear</p>

Data Element	Description	Location
<b>School Number</b>	Reports the State School Number of the school in which the student is enrolled.  <i>Numeric</i>	School Information > State School Number  School.number
<b>District Number</b>	Reports the State District Number in which the student attends school.  <i>Numeric</i>	District Information > State District Number  District.number