

### Ohio Department of Education Assurances

Approval of new Career-Technical Education pathway program applications or applications for renewal of existing pathway programs is contingent upon complying with the following assurances and that evidence of compliance is maintained on file.

1. Demand for career-technical education programs by industries in the state and availability of the program within the career-technical planning district. *ORC Sec. 3317.161 (C) (1) (a), ORC Sec. 3317.161 (C) (1) (i)*
  - a. The program is aligned with state, regional, and local economic growth priorities and demands for employment; Prepares students for careers that generate a sustaining wage; *OAC 3301-61-03 (D) (1), OAC 3301-61-03*
  - b. Availability of the program within the career-technical planning district must be considered in conjunction with current programming in the CTPD, demand for the careers students are being prepared for and enrollment trends.
2. Quality of Program. *ORC Sec. 3317.161 (C) (1) (b)*
  - a. District supports all aspects of a quality program by maintaining a system that measures program quality and provides for continuous development. At a minimum, the system should be based upon state accepted performance indicators and Ohio Department of Education approved Career-Technical Education Quality Program Standards.
3. Potential for student enrolled in the program to receive the training that will qualify the student for industry credentials, postsecondary education or both. *ORC Sec. 3317.161 (C) (1) (c)*
  - a. Complies with guidelines from other state agencies as appropriate regarding coursework, licensure, and instruction; *OAC 3301-61-03 (D)(3)*
  - b. Address the state board of education approved career field technical content standards (<http://www.education.ohio.gov>), including at a minimum, all competencies identified by business and industry as essential; and/or accrediting association and/or licensing agency standards where applicable; *OAC 3301-61-03 (D)(5)*
  - c. Reinforce Ohio's state board of education approved academic content standards (<http://www.education.ohio.gov>) in mathematics, English language arts, science, and social studies; *OAC 3301-61-03 (D)(6)*
  - d. Provide multiple measures to assess student attainment of academic and technical content standards (<http://www.education.ohio.gov>), including, but not

limited to state board of education approved technical assessments, assessments for state recognized national credentialing/certifications where applicable and accrediting association and/or licensing agency examinations where applicable; *OAC 3301-61-03 (D)(7)*

- e. Technical and academic course offerings must be designed in an Ohio state department of education approved sequence of courses/program of study that meets state approved graduation requirements (<http://www.education.ohio.gov>), creates an educational pathway for grades seven through twelve, and identifies a high-school pathway, a postsecondary pathway, and employment options; *OAC 3301-61-03 (D)(9)*
  - f. Career-technical advisory committees reflecting career fields and authorized by local boards of education shall engage business/industry and postsecondary representatives and utilize input from professional associations, labor, government, and the community. Advisory committees shall identify new and emerging careers; advise current programs on curriculum, assessment, work-based learning, facilities and equipment; and engage educators to improve and expand programs; and ensure the quality of the program using the Ohio state department of education's quality program standards (<http://www.education.ohio.gov>); *OAC 3301-61-3 (E)*
  - g. Coursework includes articulated credit that is related to the secondary program of study and postsecondary career fields. Postsecondary credit is transcribed no later than following the conclusion of the academic term in which the student has met the postsecondary residency requirements; *Perkins V, Title I, SEC. 134. (b) (7)*
  - h. The program uses a state approved program of study. *Perkins V, Title I, SEC.134. (b) (2) (B)*
  - i. Ensures students have access to career-technical student organizations; *OAC 3301-61-03 (D) (4)*
4. Admission requirements of lead district. *ORC Sec.3317.161 (C) (1) (d)*
    - a. Meet all state and federal requirements with regard to access, non-discrimination and meeting of performance expectations for special populations, including preparation for careers in industry sectors requiring technical expertise; *OAC 3301-61-03 (D) (8)*
  5. Past performance of the district or school that is offering the program. *ORC Sec. 3317.161 (C) (1) (e)*

- a. All districts receiving state career-technical education supplemental funds for career-technical education programs and courses shall annually report performance data on measures identified by the department. Data shall be reviewed as part of the program review and five-year renewal process. OAC 3301-61-03 (G)
  - b. An appropriate Ohio Technical Competency assessment and/or business/industry-recognized credential is/are offered. *Perkins V, Title 1, SEC. 113. (b) (2) (A) (iv) (II)*
6. Travelling distance. *ORC Sec.3317.161 (C) (1) (f)*
  - a. Distance and time that students spend commuting to the Career-Technical Education programs have been studied and evaluated and are reasonable in consideration of program starting and ending times.
7. Sustainability. *ORC Sec. 3317.161 (C) (1) (g)* and Cost to begin a new program - *ORC Sec. 3317.161 (C) (1) (j)*
  - a. School administrators, teachers and business community members are committed to supporting the operation of the program as demonstrated through adequate planning, access to appropriate facilities, commitment of financial resources and retention of qualified educators.
8. Capacity. *ORC Sec. 3317.161 (C) (1) (h)*
  - a. Facilities and equipment shall support instruction of the technical and academic content standards (<http://www.education.ohio.gov>) and reflect current and emerging technology in the career-technical education program. OAC 3301-61-03 (F)
9. In any fiscal year, a school district receiving funds, shall spend those funds only for the purposes that the department designates as approved for career-technical education expenses. Career-technical education expenses approved by the department shall include only expenses connected to the delivery of career-technical programming to career-technical students. The department shall require the school district to report data annually so that the department may monitor the district's compliance with the requirements regarding the manner in which funding received may be spent. *ORC 3317.022 (C)*
  - a. At least seventy-five per cent of the funds shall be spent on curriculum development, purchase, and implementation; instructional resources and supplies; industry-based program certification; student assessment, credentialing, and placement; curriculum specific equipment purchases and

leases; career-technical student organization fees and expenses; home and agency linkages; work-based learning experiences; professional development; and other costs directly associated with career-technical education programs including development of new programs. *ORC 3317.022 (E) (1)*

- b. Not more than twenty-five per cent of the funds shall be used for personnel expenditures. *ORC 3317.022 (E) (2)*

### **Ohio Department of Higher Education Assurances**

Approval of new, or updates to, Career-Technical Education courses that enable students to transfer agreed upon technical courses to state institutions of higher education is contingent upon complying with the following assurances and that evidence of compliance is maintained on file.

1. An institution will first complete the process of submitting new Career-Technical Education pathway program applications or applications for renewal of existing pathway programs according to the assurances established herein by the Ohio Department of Education.
2. An institution submitting Career-Technical Education courses that enable students to transfer agreed upon technical courses to state institutions of higher education shall:
  - a. Submit such courses in accordance with Ohio Revised Code Section 3333.162(B):

*By April 15, 2007, the Ohio board of regents, in consultation with the department of education, public adult and secondary career-technical education institutions, and state institutions of higher education, shall establish criteria, policies, and procedures that enable students to transfer agreed upon technical courses completed through an adult career-technical education institution, a public secondary career-technical institution, or a state institution of higher education to a state institution of higher education without unnecessary duplication or institutional barriers. The courses to which the criteria, policies, and procedures apply shall be those that adhere to recognized industry standards and equivalent coursework common to the secondary career pathway and adult career-technical education system and regionally accredited state institutions of higher education. Where applicable, the policies and procedures shall build upon the articulation agreement and transfer initiative course equivalency system required by section 3333.16 of the Revised Code.*

- b. Affirm that the institution is offering educational content that is part of a statewide career-technical articulation.
- c. Utilize guidance documents provided by the Ohio Department of Higher Education that provide the statewide learning outcomes (and where applicable,

- instructional resources) and cover such topics with students in the teaching and learning environment.
- i. The institution will work with the Ohio Department of Higher Education to submit and maintain evidence of current program accreditation or charter, and instructor certification or licensure, when such documentation is required as part of the submission and review process to ensure that participating institutions align to the statewide learning outcomes in Career Technical Assurance Guides (CTAGs) and are equivalent enough to facilitate statewide articulation and transfer.
    - d. Share any associated documents and materials with colleagues within the institution that are teaching the same courses for which institutional approval might be granted.
  3. An institution submitting Career-Technical Education courses that enable students to transfer agreed upon technical courses to state institutions of higher education acknowledges that:
    - a. The goal of statewide articulation and transfer is to teach a common set of statewide learning outcomes so that students can move seamlessly through the secondary to postsecondary system.
    - b. The creation of new, or modification of existing, Career-Technical Assurance Guides (CTAGs)/Career-Technical Assurance Numbers (CTANs) may result in the submission of new, or resubmission of existing, secondary Career-Technical Education courses.
    - c. Approval of Career-Technical Education courses that enable students to transfer agreed upon technical courses to state institutions of higher education does not automatically ensure that students will be eligible to access such credit.
      - i. At the completion of its course(s), the institution must certify in good faith that the student has met all of the learning outcomes in the statewide articulation agreement and has passed the appropriate course and measurements.
      - ii. The student must matriculate to a state institution of higher education with an approved or comparable program within three years of completing the career-technical education course or within the currency of the industry certificate or license.

- iii. The admission requirements of individual institutions and/or programs are unaffected by the implementation of Career-Technical Credit Transfer outcomes.
- iv. The transfer of credit through a CTAG will not exempt a student from the residency requirements at the receiving institution.