Tech Prep CTE-26 Checklist

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| **General Tab** | **Approve** | **Comments** |
| 1. Application type shows first year application or renewal.
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| Application Details shows appropriate level for intended program of study: Middle Level (7th-8th), Secondary to 2 Year Degree (Associates), Secondary to 4 Year Degree Baccalaureate), Adult Technical/Short & Long-term Certificates, Apprenticeship, Transition to Work or a combination of the above choices. |  |  |
| **Courses Tab/Senior Credential Tab** |  |  |
| 1. The curriculum codes correspond with the level of the program of study indicated on the overview tab and meet following criteria:
* Middle school courses (VM or VT codes) show a continuation to high school program (can be 7th and/or 8th grade courses).
* The career field pathway application has at least four testable (VT) courses and a minimum of 450.
	+ The fourth course can be a VT or VP if pre-apprenticeship in construction, engineering or manufacturing career fields. Also, marketing can have two VP courses that count toward the four-course minimum.
	+ V3s (correlated courses) do not count toward the four-course minimum.
* CBI application has at minimum (VN) 252525 and (V3) 250510.
* FCS/GRADS application has at minimum four (VN) courses.
* M3 (JTC) applications at minimum must include (VN) 990405 and (VN) 990410 for all grade levels that a student may enroll in including deferred graduation as a (Yr1/1st Sem),(Yr2/2nd Sem).
* Credential or bundle of credentials must equal 12 points or more from one career field on Ohio’s approved credential list. Instructional hours must be appropriate for delivering the credential.
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| 1. College Credit Opportunities are aligned to the technical content of the pathway. CCP or bilateral articulation credits list post-secondary course numbers & title are shown. Grade Levels match between the selected corresponding CTE-required course and the CC-college credit opportunities listed.
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| 1. Secondary RA-Recommended Non-Career Technical Courses shall identify all non-technical courses that are appropriate to the career pathway to show integration of academic courses that enhance the program of study. It is vital to show a robust selection of non-technical courses that align to the pathway.
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| 1. Postsecondary RA-Recommended Non-Career Technical part of the program of study is completed through the first four semesters of the degree/certificate track. The pathway also identifies recommended academic and technical electives in the same or related field within a pathway.
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| 1. Secondary RE-Recommend Electives are logical and support the career pathway. Elective for “non-core” areas, such as foreign language, fine arts, etc., are acceptable and should be found in this section.
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| 1. Single CTE- course aligns to an approved Pathway at a cooperating provider. All required components of the program of study from the cooperating providers approved pathway application are present in the above sections of the course tab and show a complete program of study.
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| **Pathway Tab** |  |  |
| 1. The program of study for the postsecondary pathway identifies at least three credits of technical credit related to the degree/certificate. Types of postsecondary credit (bilateral, CTAG and/or College Credit Plus) is identified.
	* A valid bilateral articulation agreement with the postsecondary partner(s) is on file and is non-duplicative of any statewide articulation (CTAG). Bundles of elective credits does not satisfy the required three credits of technical credit related to the degree/certificate track.
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| 1. The postsecondary credit is identified with credit type and hours.
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| **Status/Flags Tab** |  |  |
| 1. Change the status from “submitted” to “Tech Prep Approved” or “Corrections Needed” as applicable.
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| **Comments/History Tab** |  |  |
| 1. Not required, but in this area, comments related to corrections needed; course selection; EMIS reporting, etc. can be noted as needed.
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