Office of Career and Technical Education
Website

www.michigan.gov/octe

Office of Career and Technical Education
Patty Cantú, Director

OCTE oversees high school instructional programs that teach students skills in a specific career cluster. Most programs offer early college credit opportunities to provide a seamless transition to postsecondary education. The mission of the office is to prepare students so they have the necessary academic, technical, and work behavior skills to enter, complete, and advance in education and their careers.

OCTE Homepage

Current Items

- CTE Professional Development Events Calendar 2014
- 2014 CTE New Administrators Meeting: September 11, 2014
- 2014 OCTE Spring Update held March 12, 2014
- Entrepreneurship Week Proclamation
- Career and Technical Education Month Proclamation
- Cooperative Education and Internship Month Proclamation
- 2013 Spring Update Presentation: The Mobile Explosion; The Opportunity for Education to Align with Business Needs
- Green Ribbon Schools
- PowerPoint Presentations from New Administrators Workshop
- 2013 OCTE Fall Update Presentations and Documents
• OCTE Staff Directory
• OCTE Quick Reference
• Area Career and Technical Education Programs
• Calendar of Events
• CTE Professional Development

**OCTE Update**
• CEPD Newsletters
• 2014 OCTE Informational Updates
• 2013 OCTE Informational Updates

**CTE FAQ**
• OCTE FAQ

**Data and Reports**

**Career and Technical Education Information System**
• Regional Improvement Plan (RIP) Workshop Data Presentation
• Michigan Core Performance Indicators: Trends by Region
• Michigan Core Performance Indicators Reports
• Maps Showing Results by Region
• CTEIS Security Authorization Form
• CTEIS Data Code Manual Link
• CTEIS Security Authorization Form - PDF

**Enrollment Reports**
There is currently no content in this category.

**Student Follow Up Survey**
• Follow Up Survey: Employment and College Trends
• Follow Up Reports
• Follow Up Study Materials

**Dashboards**
There is currently no content in this category.

**Green Initiatives and CTE**

**Educational Resources**
• Energy Efficiency - 10 Smallest Homes in the World
• 100+ STEM Grant Funding Resources
• The Greening of Registered Apprenticeship
• The National BioDiesel Board Trade Association
• Hunting Green Jobs
• Employment Opportunities in "Green" Jobs Fields
• Michigan Green Jobs Report

**Career Educational Resources**
• Great Lakes Energy News July/August 2012
• National Science Academy Free PDF Downloads
• Siemens STEM Live Green Webinar #1
• Michigan Green Economy
• Project Learning Tree
• WOW GREEN Space Newsletter - October 2010
• Research on Future Skill Demands: A Workshop Summary
• Kent ISD in the NEWS
• Building Big
• USDOE - Michigan Weatherization & Intergovernmental Programs
• Jobs in Biofuels Industry
• School Retrofits Go Green
• Siemens STEM Academy Online Community
• Michigan Green School Website
• Green Dream Jobs
• MIOSHA and the Green Industry
• Green Equity Toolkit

**Instructional Programs**

**CTE Standards: Career Clusters**
• CTE Content Standards
• MCCTE Instructional Program Information
• Michigan 2 + 2 Alignment Plans

**Resources**
• Career & Employability Skills
• Apprenticeship Occupations
• CTSO Directors
• Agriscience Curriculum
• AYES
• Work Based Learning Guide (Managing Your Risk)
• Cisco Networking Academy
• Program Advisory Toolkit

**Academics in CTE**
• Guidelines for Awarding Academic Credit in CTE
• Infusing Mathematics Into Automotive Technology Instruction

**Family and Consumer Science (FCS non-wage earning)**
• Michigan Parenthood Education Course Guide
• TRAC FCS Program Critical Elements 2008-2013
• FCS Program Policy Changes 9-1-2009
• Family, Community, and Career Leaders of America (FCCLA)
• Family and Consumer Science Content Standards and Benchmarks Overview
• Family and Consumer Science Content Standards and Benchmarks (revision)
• FCS State-Approved Courses
• National Standards for FCS Education that Apply to Michigan State-Approved FCS Programs
• Comparison of Human Development, Parenthood Education, Child Care, and Teacher Cadet Programs
• FCS Program Information

**Applications and Guidelines**
• OCTE Curriculum Consultant Assignments
• 13-14 New CTE Program Planning Process Overview
• 13-14 Worksheet for Annual Vocational Authorization Application
• 13-14 Complete List of CTE Programs
• 13-14 Request for Building or Fiscal Agency Transfer Form
• 13-14 Request Form for Discontinuing State Approval and Reporting of Secondary CTE Programs

**Monitoring**

**Technical Review Assistance and Compliance (TRAC)**
• FINANCE TRAC Checklist
• GRANTS TRAC Checklist
• DATA TRAC Checklist
Civil Rights Compliance Review
- Remedies for Frequent Civil Rights Violations
- Writing a Civil Rights Compliance Plan
- Civil Rights Compliance
- Civil Rights Resources

CIP Self Review
- CIP Self-Review 2013-Present
- CIP Self-Review 2008-2013
- CIP Self Review 2008-2013

Notable Resources
CTE Administrative Guide
- Administrative Guide for CTE

OCTE Information
- Glossary

Other
- eLearning Videos for Soft Skills
- CTE Brochure
- Measures of Teacher Effectiveness in Teacher Evaluation Systems
- Summary of Current Teacher Evaluation Policies and Initiatives in Midwest Region States
- CTE Posters and Brouchures
- OCTE Website Map
- CTE Admin Pre-Req White Paper
- LearnPort

Perkins Federal Programs
CTE Perkins 14-15
- Presentation Handouts from the January 23, 2014 Grant Dissemination Workshop
- Role of Perkins Federal Program Grant Coordinator
- 2014-15 Regional Improvement Plan (RIP)
- 2014-15 Regional Improvement Plan (RIP) EXAMPLE
- Timeline for Effective Grant Management
- Long Range Plan Update
- 2014-15 CPI Activity Lists
- 2013-14 Projected Assessment Costs Spreadsheet
- Michigan Community College Network
- 2014-15 CTE Perkins Use of Funds Guide
- 2014-15 Function and Object Code Use
- Appropriate Use of Federal Funds in Providing Food at Conferences and Meetings
- 2013-14 MEGS+ Instructions
- Writing Effective Outcomes for Perkins Grant Activities
- Strategies for Improving 1S1 and 1S2
- 2014-15 CTE Perkins Grant Planning Changes and Reminders
- 2014-15 Program of Study Status Page Instructions

CTE Perkins 13-14
- 2013-14 Program of Study Status Page Instructions (5b)
2013-14 MEGS+ Instructions
2013 Long Range Plan Updates (4c)
2013-14 CTE Perkins Grant Planning Changes and Reminders
2013-14 Function and Object Code Use (5d)
2013-14 CPI Activity Lists 5a
Instructions for Using the 2011-2012 CPI Overall Dashboards
2013-14 CTE Perkins Use of Funds (5c)
Negotiated Performance Handouts January 2013
Articulation Checklist
CIP Code and Associated CIP Name
CTE Perkins Regional Improvement Plan Sample
2011-12 Fact Sheet
Federal Cluster Code and Associated Cluster Name
Instructions for Using the 2010-2012 Gender & Race Dashboards
The Achievement Gap: Implications for CTE
Michigan CTE Programs Identified as Nontraditional for Females and Males
2013 Timeline for Effective Grant Management (4b)
Writing Effective Outcomes for Perkins Grant Activities
2013 Role of Perkins Federal Program Grant Coordinator (4a)

CTE Perkins 12-13
12-13 Participating Definitions
2012-13 Updates and Reminders
2012-13 CTE Perkins Use of Funds Revised
Function and Object Codes
2012-13 CPI Activity Lists
Writing Effective Outcomes for Perkins Grant Activities

Resources
Long Range Plan Updates
Timelines for Effective Grant Management
Funding Formulas for CTE and Tech Prep Grants
Research and Resources - Perkins IV
High Skill, High Wage and High Demand Resources
Role of Perkins Federal Program Grant Coordinator
Components of the Articulation Agreement
2+2 Program of Study Trimester Template
CEPD Look Up
Postsecondary Credit Agreements POS Checklist
Articulation Agreement Template
2+2+2 Program of Study Template
2+2 Program of Study Semester Template
Fiscal Agency Cooperative Agreements
Gender Equity Program Information
Michigan CTE Programs Identified as Non-traditional
Michigan State Plan for CTE 2008-2013
2010-2011 Michigan Consolidated Annual Report

State School Aid Section 61.a1 (Added Cost)
Funding Guidelines and Information
Career and Technical Education Reimbursed Programs
CAREER AND TECHNICAL EDUCATION REIMBURSED PROGRAMS
New Rank List PowerPoint
2012-2013 Added Cost Rank List
CEPD Administrator and Fiscal Agency Authorized Official Process For Reviewing Career and Technical Education Information System (CTEIS) Reports
State Aid Legislation
• 2012-13 Added Cost Reimbursement Rates PDF
• Added Cost Guide PDF

CTE Skill Assessments

Additional Resources
• Entering Student IDs for Assessments
• 2013-2015 Projected Assessment Implementation Summary
• 2013-14 Implemented Assessments
• Which Students Must Be Assessed and When?
• CEPD Look Up PDF
• Career Education Planning District Map (CEPD) PDF
• OCTE Technical Skills Assessments Policy Statement - Updated Fall 2013
• CEPD Administrator Directory
• Technical Assessment Overview PDF
• What determines percent correct for CTE assessments?
• Assessment & Accountability Advisory Group Members

Assessment Webinar Information
There is currently no content in this category

Hospitality
There is currently no content in this category

Education
• MTTC Guidelines for Registration of CTE Students PDF
• Professional Readiness Exam Tip Sheet
• Pearson Website & Resources

Information Technology
There is currently no content in this category

Automotive Technician, Collision Repair Technician, Medium/Heavy Truck Technician
• Medium-Heavy Truck Technician Assessment 2013-2014 Surveys
• Collision Repair Technician Tip Sheet
• Medium-Heavy Truck Technician Tip Sheet
• Automotive Technician Tip Sheet
• Collision Repair Technician Assessment 2013-2014 Surveys
• ASE Student Certification - Getting Started PDF
• Overview for Schools New to the ASE Student Certification Program

Health Sciences
• Precision Exams will administer the Health Science Assessment
• Study Guides and other Supplemental Materials
• Health Science Tip Sheet

Finance
• Accounting Advanced Tip Sheet
• NOCTI Website & Resources
• Finance Technical Skills Assessment Q & A

Business, Management & Administration
• General Management Tip Sheet
• BMA Technical Skills Assessment Q & A
• NOCTI Website & Resources

Law, Public Safety, Corrections & Security
• NOCTI Ordering Information for All NOCTI Assessments
• Law and Public Safety Tip Sheet
Marketing
- Marketing Program Tip Sheet
- Marketing Assessment 2013-2014 Surveys
- Accelerated Marketing Program of Student/End-of-Program High School Exam

Graphics and Printing Technology and Communications
- Graphics Communication Tip Sheet
- Interim Assessment: SkillsUSA
- Graphics and Printing Technology and Communications Assessment 2013-2014 Surveys

Radio and TV Broadcasting Technology
- Radio and TV Broadcasting Tip Sheet
- Radio and TV Broadcasting Technology Assessment 2013-2014 Surveys
- Interim Assessment: SkillsUSA

Statewide Articulation

Upcoming Events
- Michigan Concurrent Enrollment Partnership Conference Registration Link

Agreement Templates
- Concurrent Enrollment Agreement Template 12-19-12
- MDE/OCTE Articulation Agreement Template 1-7-2013

Meetings
- Statewide Credit Agreement Meeting Notes 10-15-13
- Contact Information for Statewide Articulation/Credit Agreement Meeting Presenters from 10-15-13
- Statewide Credit Agreements Meeting Notes 5-31-12
- Statewide Credit Agreements Meeting Notes 10-3-12
- Statewide Credit Agreement Writing Subgroup Notes 12-19-12
- Statewide Articulation Committee Meeting Notes 6-13-13

Presentations
- Pennsylvania’s SOAR Program of Study Initiative Presentation 10-15-13

Resources
- Earning College Credit in High School
- Achieve Inc-Bridging the Divide Between College and Career Readiness
- Portable, Stackable Credentials: A New Education Model for Industry-Specific Career Pathways
- Michigan Articulation Handbook
- US Department of Education, Office of Vocational and Adult Education Programs of Study
- Promoting Rigorous CTE Programs of Study Through Statewide and Multi-State Articulation Agreements
- SAMPLE Structure for RPOS Delivery and MOU Language
- State Profiles – Dual/Concurrent Enrollment 2013 Database
- NACEP Promoting Quality: State Strategies for Overseeing Dual Enrollment Programs
- Investing in America’s Future: A Blueprint for Transforming Career and Technical Education
- Example Flyer for Early College Credit
- Jobs for the Future Policy Brief
- Statewide Green Program of Study Report
- Education Commission of the States’ Database of Dual Enrollment Policies for all 50 States
- Example Agreements from Other States
Youth Employment

- Youth Employment Forms Packet
- Youth Employment Standards Act
- Standards for Issuance of Work Permits
- Legislative link to the Youth Employment Standards Act 90
- Legislative link to the Youth Employment Standards Rules
- CA-6 Work Permit (must be printed pink and front to back)
- CA-7 Work Permit (must be printed yellow and front to back)