

Office of Career and Technical Education Website

www.michigan.gov/octe

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#)



Fax: (517) 373-8776 or (517) 335-3623

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, compete, and advance in education and their careers.

Career Readiness Unit

Joanne Mahony, Supervisor
Email: mahonyj@michigan.gov; (517) 335-0405

The Career Readiness Unit is responsible for providing leadership to the federal Perkins grant, including professional development and technical assistance activities. Staff review, approve, monitor and provide support for Career and Technical Education programs, Early Middle College programs, work-based learning and work permits.

Grants, Assessments, Monitoring, and Evaluation Unit

Jill Kroll, Supervisor
Email: krollj1@michigan.gov; (517) 241-4354

GAME is responsible for collecting and reporting data, data evaluation, research activities, funding formulas, technical skill assessments and monitoring for state and federal grant programs.

Career & Technical Education

Best Practices in Career and Technical Education

Information Relevant to Support CTE Decision Makers

Data and Reports

Green Initiatives

Instructional Programs

Monitoring

Notable Resources

Perkins Federal Programs

State School Aid Section 61.a1 (Added Cost)

CTE Skills Assessments

Statewide Articulation

Youth Employment

Special Populations

These navigations are found on the left side of the Office of Career and Technical Education's home screen. These navigation links take you to a new page within the OCTE website dedicated to information described by the heading.

OCTE Homepage

Current Items

- [61b CTE Early/Middle College Program Legislation](#) 
- [Application for AOA Waiver Pilot Study](#)
- [OCTE Spring Update Handouts](#)
- [Carl D. Perkins Consolidated Annual Report 2013-2014](#) 
- [CTE Professional Development Events Calendar](#) 
- [2014 OCTE Fall Update Presentations and Documents](#)
- [OCTE Staff Directory](#)
- [OCTE Quick Reference](#) 
- [Area Career and Technical Education Programs](#)

OCTE Update

- [2015 OCTE Informational Updates](#)
- [CEPD Newsletters](#)
- [2014 OCTE Informational Updates](#)

CTE FAQ

- [CEPD Lookup](#) 
- [OCTE FAQ](#) 

Best Practices in Career and Technical Education

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [BEST PRACTICES IN CAREER AND TECHNICAL EDUCATION](#)



Academic Credit in CTE

Michigan law allows students to fully or partially fulfill certain academic requirements in the Michigan Merit Curriculum through a state-approved CTE program.

Find Secondary CTE Programs in Your County

[Click Here](#)

Best Practices and Partnerships

Many Michigan Secondary CTE programs have won awards for innovative instructional practices that emphasize rigor, relevance, and relationships.

Resources for CTE Stakeholders and Decision Makers

CTE programs prepare students so they have the necessary academic, technical, and work-behavior skills to enter, compete, and advance in education and their careers.

Current Topics

CTE Showcase

Each spring, Career & Technical Education programs in Michigan are highlighted at the Career and Technical Education Showcase, held inside the hallways of the Michigan Capitol Building.

Current Topics

- [Current Topics](#)

Academic Credit in CTE

- [Academic Credit in CTE](#)

CTE Showcase

- [CTE Showcase](#)

Find Secondary CTE Programs in your County

- [Find Secondary CTE Programs in Your County](#)

Resources

No articles at this time.

Best Practices & Partnerships

- [Best Practices and Partnerships](#)

Academic Credit in CTE

Academic Credit in CTE

Ways State-Approved CTE Programs Can Fulfill MMC Requirements

- [How State-Approved Programs Can Fulfill MMC Requirements](#)
- [Summary of MMC Changes House Bill 4465](#)
- [Michigan Merit Curriculum High School Graduation Requirements FAQ](#)

Examples of Embedded Academic Content in CTE Programs

- [Marketing/Economics Collaborative Teaching Model](#)

Granting Economic Credit Through State Approved Marketing Programs:
The Complete Educator's Guide

The Economics in Marketing Curriculum Integration Project was funded through a Michigan Department of Education (MDE) Curriculum Integration Grant. Local school districts that have CIP approved marketing programs that utilize Michigan's Collaborative Teaching Model and these curriculum materials may grant Michigan Merit Curriculum Economics graduation credit. This grant project was led through Berrien RESA.

- [Teachers Learn Geometry in Construction Curriculum](#)



- [Local High School Students Get More Out of Geometry Class](#)



Find Secondary CTE Programs in Your County

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [BEST PRACTICES IN CAREER AND TECHNICAL EDUCATION](#)   

Find Secondary CTE Programs in Your County

[Find State-Approved Secondary CTE Programs in Your County](#)

[Description of State-Approved CTE Programs](#)

Searchable database of Current State-Approved Secondary CTE Programs

The "Secondary Taxonomy Report," is a searchable database of all current state-approved secondary Career and Technical Education Programs in Michigan. The taxonomy lists program name, school district and school name. (For a description of each program, click the link "Description of State-Approved CTE Programs" located under "Find Secondary CTE Programs in Your County" on the previous web page).

Users may search by program name (Agriculture, Construction Trades, Automotive Technology, etc.), or by geographic area.

- To reach the Secondary CTE Taxonomy searchable database, click here:
http://www.cteisreports.com/Reports/ProcessingSecondaryTaxonomy_param.aspx
- To run a report showing every state-approved secondary CTE program in Michigan by school building, leave all selection boxes blank and simply click the blue "View Report" button. (Note: the full state report is approximately 80 pages long).
- To find a program by CIP Code or program name, click the drop-down box next to "CIP Code" under **Search by:** and choose the desired program. To generate a report of all programs in the state under a specific CIP Code, leave "PSN" and "OB" blank and click the blue "View Report" button. To print or export the report, see below.
- To find programs by geographic area, look up the Career Education Planning District (CEPD) by county by clicking the Michigan image at the top of the page. Select the CEPD of interest from the drop down box. Next select the fiscal agency (FA), operating agency (OA) and operating building (OB). Click the blue "View Report" button. To view all programs in a CEPD, select "All" under FA. To print or export the report, see below.
- To **print or export the report** in PDF, MSExcel, or MSWord format, click the diskette with the green arrow, and choose the export format. Note: The report will print best if exported in PDF format.

Look up Standards for State-Approved Secondary CTE Programs (Navigator)

<http://ctenavigator.org/programs>

CTE Navigator is the electronic standards system for Michigan's Career and Technical Education community (State/Regional/Local Administrators, and Instructors). The system provides real-time access to Michigan's state approved CTE program standards for educational decision-making, management and ultimately student achievement.

The web-based, online database can be used for managing the technical standards, career cluster content, segments, resource content, and academic alignment results for all of Michigan's CTE program areas.

Best Practices and Partnerships

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [BEST PRACTICES IN CAREER AND TECHNICAL EDUCATION](#)



Best Practices and Partnerships

[Excellence In Practice Awards News Release](#)

Successful CTE Programs

Agriculture, Food & Natural Resources

- [OSTC Instructor Named National "AgriScience Ambassador" by DuPont NATAA](#)

Architecture & Construction

- [Electrical and Power Transmission Installation – Branch Area Career Center](#)
- [Construction Technology – William D. Ford Career Technical Center](#)
- [OSTC Construction Technology Students in ACTION](#)
- [BUILD OFF! Construction Tech Students Raise the ROOF\(s\)](#)

Arts, A/V Technology & Communications

Business Management & Administration

Education & Training

- [Teacher Academy – Traverse Bay ISD Career Tech Center](#)

Finance

- [Insurance and Risk Management Program - Eaton RESA Career Preparation Center](#)

Government & Public Administration

Health Science

- [Nursing - Lenawee ISD Tech Center](#)

Hospitality & Tourism

- [OSTC Culinary Students Get Cutting Edge Opportunity on Dexter PROTOUR](#)

Human Services

Information Technology

Law, Public Safety, Corrections & Security

Manufacturing

- [Student Welders Help Re-open Belle Isle Aquarium](#)

Marketing

Science, Technology, Engineering & Mathematics

- [Utica Center for Science and Industry](#)
- [OSTC Students of Today Meet Technology of THEIR Future](#)

Transportation, Distribution & Logistics

Partnerships

- [Branch Area Careers Center: Key to Technology Promotional Video](#)
- [CTE Partnership Promotional Video in Manufacturing](#)
- [Brethren and Bear Lake High School Students Are Excited To Be Attending The Wexford-Missaukee Career Technical Center](#)
- [Coloma Community School Collaborative Partnership: E.M.I.T. Art & Service Learning](#)
- [Downriver Technical Consortium](#)
- [Mobile Digital Fabrication Lab](#)
- [Getting Prepared for CTE - Wexford-Missaukee Career Tech Center](#)
- [Capital Area Career Center At-A-Glance Course Guide](#)
- [Capital Area Career Center In-Depth Course Guide](#)
- [POWER-ful Biz-ED Partnership Benefits MI Students AND Residents](#)
- [COMAU Creates CAREERS for Oakland Schools Tech Students](#)
- [North Star: Partnering CFE with Biz for 'Ultimate Outcome'!](#)
- ["We're Creating Careers Again!" - Oakland Schools & OCC Partner to Prep Workforce of the FUTURE](#)
- [A Business Lunch](#)
- [Ukraine Delegation for Special Needs Tours OSTC for CareerTechEd Best Practices](#)



Agriculture, Foods and Natural Resources students at Coopersville Area Public Schools created the video in the link below for the Hunger Heroes campaign through National FFA. It was totally filmed and edited by Coopersville Area Public Schools CTE students.

Articulated Credit Opportunities

Many CTE Programs offer students opportunities to earn college credit. Here are just a few examples:

[Muskegon Area Career Tech Center
Articulated Credit Opportunities](#)

Michigan Career Technical Student Organizations

A Career and Technical Student Organization (CTSO) is an integral part of a high quality career and technical education program. CTSOs are an intra-curricular component of preparing students to assume a leadership role in the occupation of their choice. For more information about individual CTSOs, contact the organization director listed below or visit the organization's website.

CTSO Goals

- To encourage the development of occupational skills, knowledge, and abilities to a high level of proficiency.
- To develop leadership through participation in educational, career and technical education, civic, recreational, and social activities.
- To develop character, social responsibility, and national pride.
- To motivate students through active participation in events and opportunities.
- To develop and strengthen the confidence of young people in themselves and their achievements.
- To form common bonds without regard to race, creed, or national origin.
- To assist students in refining their career objectives through networking and self-knowledge.
- To develop individual and social responsibility for home and community.
- To encourage scholastic improvement and school loyalty.

Benefits to Participating Students, Teachers, Schools, and Communities

Through CTSO conferences, workshops, and competitive events, students gain a sense of belonging and increase their ability to adjust and strengthen career related skills. CTSOs:

- Provide guidance and direction to students while enhancing their personal and occupational skills.
- Provide career awareness, exploration activities, and leadership development for students.
- Motivate students and promote personal growth.
- Bring attention to career and technical education program benefits within the school and community.
- Provide recognition programs for student achievement.
- Involve students in community service activities.
- Assist students in preparing for success in the workforce.

Operational Structure of CTSOs

CTSOs operate within local schools. Chapters are organized in the local districts or in area career and technical centers. Each CTSO is aligned with respective program areas. Typically, an instructor in the program area is the official advisor. Student officers are elected each year. Their function is to aid in planning and leading activities at all levels of participation, from the local to the national.

Each CTSO has a state advisory board that provides direction for the state organization. Local advisors and some business and industry personnel serve on the board.

Michigan CTSOs

SkillsUSA: Trade, Technical and Service Occupations

www.miskillsusa.org/

Director – Tammy Brown

Tbrown51@emich.edu

(734) 487-3888

BPA: Business Professionals of America

www.michiganbpa.org

State Director - Maurice Henderson

Maurice.Henderson@emich.edu

(734) 487-1700

DECA: Marketing, Management and Entrepreneurship

<http://mideca.org/>

State Director – Dave Wait

dwait@emich.edu

(734) 487-3322

FCCLA: Family, Career & Community Leaders of America

www.mifccla.org/

State Director – Dave Wait

dwait@emich.edu

(734) 487-3322

HOSA: Health Occupations Students of America
www.michianhosa.org/
State Director – Mark Burley
hosa@mhc.org
(517) 347-8088

FFA: National FFA Organization
www.michianffa.org
State Director - Dave Wyrick
dwyrick@msu.edu
(517) 353-9221

Examples From CTSOs



Michigan HOSA: Future Health Professionals—How HOSA Can Help Students Advance Their Health Careers.

This video was created, filmed and edited by Samantha Harwell, a senior at Michigan State University, and part-time employee of Michigan HOSA: Future Health Professionals. She is a graduate of the Branch Area Careers Center's Health Academy, where she served as HOSA President during her senior year.

This video was created to highlight the many issues and activities that compete for our students' attention. Without the perspective that accompanies the passing of time, it's difficult to determine the issues worth our complete focus. Samantha uses a creative approach to pass along her wisdom in the hopes that a few students recognize the importance of their Career Tech Student Organization today, so they don't miss out on its many benefits tomorrow.

- [Rewving Up for SkillsUSA!](#)
- [OSTC Student Takes Leadership Skills to National Campus](#)

Current Topics

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [BEST PRACTICES IN CAREER AND TECHNICAL EDUCATION](#)



Current Topics

CTE News from CEPDs

- [CEPD Newsletter - April 2015](#)
- [CEPD Newsletter - September 2014](#)
- [CEPD Newsletter - June 2014](#)
- [CEPD Newsletter - March 2014](#)
- [CEPD Newsletter - January 2014](#)
- [CEPD Newsletter - December 2013](#)
- [CEPD Newsletter - November 2013](#)

CTE in Michigan News

- - A quarterly publication of SEMCOG, the Southeast Michigan Council of Government
 - [Semscope magazine](#) (Fall 2014)
 - [Resources for Students, Parents, Counselors, and Teachers in Southeast Michigan](#)
 - [WLUC - CTE Committee Encourages Students to Consider Vocational Careers](#)
 - [WLUC - Expanding Career Options for Teens](#)
- [NMU Public Television – Work-Life Education: Members of Marquette’s Career & Technical Education Committee on Vocational Education.](#)
- [WJMN CH3 - Career Training for High Scholars](#)
- [WJMN CH3 - Ishpeming Students Start Up Newscast](#)
- [The Macomb Daily - CTE Helps Define a Career Path \(November 2014\)](#)



- [UP ABC 10 - Committee Meets to Discuss Technical Education in the U.P.](#)



- UP ABC 10 - [STEM Awareness Month Builds Appeal for Science, Math-Based Classes](#)



- UP ABC 10 - [NMU Automotive Service Technician Program Improvements](#)

Marquette-Alger Technical Middle College



- [A new push for Middle College in the U.P.](#)
- [Five-year High School Plan](#)
- [Marquette-Alger CTE Committee LinkedIn Group](#)
- [Marquette-Alger CTE Committee Facebook Page](#)

CTE in National News

- [Reviving Vocational Ed. September 2014](#)
- [Re-envisioning Career and Technical Education, Fall 2014](#)
- [USA Today, October 1, 2014](#)
- In recent years, a well-intentioned push for all students to earn four-year degrees has resulted in limiting, rather than expanding, educational opportunities. A strictly academic curriculum has been prioritized to the detriment of career and technical education (CTE), which provides the link between the needs of the labor market and the needs of young people to be prepared for life after high school. Because of its potential to engage students, CTE is now experiencing renewed interest as a viable option for students both career and college bound.
 - [More Than One Way \(PDF\)](#), *The Case for High-Quality CTE*, By James R. Stone III
- By showing the vast range of knowledge and skill inherent in many kinds of work, a researcher challenges the conventional view of vocation education as distinct from and less challenging than the traditional academic curriculum.
 - [Not Your Father's Shop Class \(PDF\)](#), *Bridging the Academic-Vocational Divide*, By Mike Rose
- In addition to offering an engineering and technology curriculum, the Toledo Technology Academy in Ohio provides high-quality courses in English, history, science, and math, ensuring all students upon graduation are ready to pursue further education or training and embark on rewarding careers.
 - [Keeping It Real \(PDF\)](#), *A Toledo Public School Prepares Students for College and Career*, By Jennifer Dubin
- New models of vocational education in the United States and abroad rigorously prepare high school students for both a vocation and additional schooling. The best programs offer a core academic curriculum, create pathways aligned with regional labor-market needs, enjoy well-defined partnerships with local employers, and leave the door open for students to continue their education.
 - [The Pursuit of Pathways \(PDF\)](#), *Combining Rigorous Academics with Career Training*, By Robert B. Schwartz
- A local union president reflects on how CTE, by providing students with the tools to pursue a job and a career, became an educational priority in his city.
 - [The Professional Educator \(PDF\)](#), *Notes from New York City*, By Michael Mulgre
- Attracting high-achieving students, training teachers, involving the business community, and building high-tech facilities are among the steps we must take to bolster CTE programs so they meet our society's economic and civic needs.
 - [Look Beyond the Label \(PDF\)](#), *Reframing, Reimagining, and Reinvesting in CTE*, By John H. Jackson and Jonathan Hasa

CTE Showcase

CTE Showcase at the Capital 2014



Each spring, Career & Technical Education programs in Michigan are highlighted at the Career & Technical Education Showcase, held inside the hallways of the Michigan Capitol Building. Programs from around the state are selected that represent career pathways and opportunities for CTE students statewide. These programs are examples of what is taking place in high schools and technology centers throughout Michigan. Students and staff are present to share details and experiences including job shadowing, business and industry partnerships and "real" business and job performance within their schools. This Showcase provides legislators, business and industry representatives, school administrators, students, and the general public an opportunity to see first-hand how Career & Technical Education is meeting Michigan's new higher expectations for students...and training a workforce for Michigan!

Programs and schools that participated in the 2014 CTE Showcase:

- Agriculture Operations & Related Science – Ogemaw Heights High School
- Fashion Design – Owosso High School
- Insurance & Risk Management – Eaton RESA Career Prep Center
- Health Care Science Foundations – Allegan County Area TEC
- Pharmacy Technician – Fitzgerald High School
- Catering & Culinary Management – Muskegon Area Career and Technical Center
- Computer Programming/Network Administration – Warren Consolidated School CPC
- Law, Public Safety & Security – Tuscola Technology Center
- Computer Networking & Electronics Technology – Wexford Missaukee Career & Tech Center
- Machine Tool Trades – Corunna High School
- Welding Engineering Technologies – Branch Area Career Center
- Alternative Energy/Environmental Engineering Technology – Romeo Engineering Tech Center
- Engineering Technology – Montcalm Area Career Center
- Mechatronics – Kent Career Tech Center

The CTE Showcase 2015 will be held on April 22, 2015 and is open from 8:30 AM-12:30 PM. The organization of the CTE Showcase is an activity of the Michigan CEPD Council that represents CTE administrative leaders statewide.



Information Relevant to Support CTE Decision Makers

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [INFORMATION RELEVANT TO SUPPORT CTE DECISION MAKERS](#)



What Other States Are Doing

Information on exemplary tools, documents, and/or processes from other states.

College and Career Information

Various tools to search for college information and career options.



Coming Soon

Data Use for Program Improvement

The Career and Technical Education System (CTEIS) houses state and local data to assist with decision making for CTE program improvement.

Labor Market Information

Key links to National information on jobs, economic development, census data, and market potential.

Data Use for Program Improvement

- [Career and Technical Education Information System \(CTEIS\)](#)

Labor Market Information

- [Labor Market Information](#)

What other States Are Doing

- [What Other States are Doing](#)

Salary Skating

- [Information coming soon.](#)

College and Career Information

- [College and Career Information](#)

What other States Are Doing

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [INFORMATION RELEVANT TO SUPPORT CTE DECISIONS](#)



What Other States are Doing

- [Career and Technical Education Consortium of States](#)
- [North Carolina - Information on NonTrad Careers](#)
- [North Carolina Employability Skills Website](#)
- [North Carolina Employability Skills Toolkit](#)
- [Nevada Career Ready Resources](#)

College and Career Information

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [INFORMATION RELEVANT TO SUPPORT CTE DECISIONS](#)



College and Career Information

[Preparing High School Students for College and Careers](#)

Preparing a workforce that's ready to meet the demands of the 21st century economy needs to begin in school. That's why the Labor Department is partnering with the departments of Education and Health and Human Services to offer the career counseling resources available at local American Job Centers to high schools around the country. The effort is designed to supplement the work of school counselors by

providing additional resources to ensure that high school students are college and career ready. The American Job Center network can provide students with career development advice, local labor market

information, as well as information about apprenticeships and summer and year-round employment opportunities. This partnership represents another step toward achieving President Obama's goal for the United States to lead the world in college completion by 2020.

- [Read the Blog Post](#)
- [Read the Joint Letter](#)

[Registered Apprenticeship Hosts Transportation Roundtable in Atlanta](#)

While Registered Apprenticeships are primarily used in the construction industry, the earn-and-learn training model can be effectively applied to many other industries that require specialized skills. That's why

the department is investing \$100 million to expand apprenticeships into more high-growth industries. To better understand how apprenticeships can be applied effectively in different industries, the department

is engaging in a series of industry roundtables. On June 4, the first of these roundtables was held at a UPS facility in Atlanta, with a focus on transportation and logistics. Participants exchanged information about how apprenticeships are a good investment for businesses and discussed how the department's upcoming grants may encourage more businesses to participate in the program. Five additional roundtables will be held throughout June, focusing on the health care, construction, energy, manufacturing and information technology industries.

- [Learn About Industry Roundtables](#)
- [Learn About the UPS Experience](#)

[O*NET Online](#)

Users can now search for certifications, training, licensing, and apprenticeship information from Summary, Details, and Custom report pages. New certificate information is also included within the Education Level Required section of each report. Finally, navigation features of the reports have been updated to streamline access to this valuable career information.

[Online Tool to Identify Industry or Occupational Certification](#)

[Michigan Department of Technology Management and Budget](#)

Create a list of skills you have or plan to acquire, and then find occupations that match most of your skills. Try experimenting by choosing different skills sets and exploring your results.

[Apprenticeships: The Other 4-Year Degree](#)

Labor Market Information

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [INFORMATION RELEVANT TO SUPPORT CTE DECISIONS](#)



Labor Market Information

- [Real Time Job Openings \(for a cost\)](#)
- [Michigan Labor Market Information \(LMI\)](#)
- [United States Department of Labor](#)
Need help finding work? Want to switch careers? The American Job Center network is a single access point for all the resources you need to find a good job or connect with training.
- [Economic Development and Employer Planning System](#)
The Economic Development and Employer Planning System (EDEPS) is an analytical tool for business, education, workforce and economic planners. EDEPS facilitates the analysis of economic health, industry performance, population trends, labor supply and demand, training resources, income characteristics, and market potential.
- [United States Census Bureau Longitudinal Employer-Household Dynamics](#)
The Longitudinal Employer-Household Dynamics (LEHD) program is part of the [Center for Economic Studies](#) at the [U.S. Census Bureau](#). The [LEHD program](#) produces new, cost effective, public-use information combining federal, state and Census Bureau data on employers and employees under the [Local Employment Dynamics \(LED\) Partnership](#). State and local authorities increasingly need detailed local information about their economies to make informed decisions. The LED Partnership works to fill critical data gaps and provide indicators needed by state and local authorities.

Data and Reports

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [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

No articles at this time.

Student Follow Up Survey

- [Follow Up Survey: Employment and College Trends](#)
- [Follow Up Reports](#)
- [Follow Up Study Materials](#)

Dashboards

No articles at this time.

Green Initiatives

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [GREEN INITIATIVES](#)



Green Initiatives and CTE

- [Green Initiatives](#)

Michigan defines green jobs as jobs directly involved in generating or supporting a firm's green-related products or services. The state's green economy is defined as being comprised of industries that provide products or services in five areas:

1. Agriculture and natural resource conservation;
2. Clean transportation and fuels;
3. Increased energy efficiency;
4. Pollution prevention or environmental cleanup; and
5. Renewable energy production.

The Office of Career and Technical Education has developed this website to share current resources and partnerships to educate and prepare the future green workforce.

Educational Resources

- [The National Bio-Diesel Board Trade Association](#)
- [The Greening of Registered Apprenticeship](#) 
- [Hunting Green Jobs](#) 
- [Energy Efficiency - 10 Smallest Homes in the World](#)
- [Employment Opportunities in "Green" Jobs Fields](#)
- [Michigan Green Jobs Report](#) 

Career Educational Resources

- [Green Jobs: Building Pathways for a Green Workforce](#)
- [Pink to Green Toolkit: Adding a Gender Lens to Green Jobs Training Programs](#)
- [Great Lakes Energy News July/August 2012](#) 
- [National Science Academy Free PDF Downloads](#)
- [Michigan Green Economy](#) 
- [Research on Future Skill Demands: A Workshop Summary](#)
- [Kent ISD in the NEWS](#)
- [School Retrofits Go Green](#)
- [Building Big](#)
- [WOW GREEN Space Newsletter - October 2010](#)
- [Jobs in Biofuels Industry](#)
- [USDOE - Michigan Weatherization & Intergovernmental Programs](#)
- [Green Dream Jobs](#)
- [MIOSHA and the Green Industry](#) 
- [Green Equity Toolkit](#) 

Green Initiatives FAQ

No articles at this time.

Instructional Programs

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [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](#)
- [Cisco Networking Academy](#)
- [Work Based Learning Guide \(Managing Your Risk\)](#)
- [Program Advisory Committee Tool Kit](#)

Academics 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](#)
- [Comparison of Human Development, Parenthood Education, Child Care, and Teacher Cadet Programs](#)
- [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](#)
- [FCS Program Information](#)
- [FCS Program Policy Changes 9-1-2009](#)

Applications and Guidelines

- [Less-Than-Class-Size Information](#)
- [OCTE Curriculum Consultant Assignments](#)
- [14-15 New CTE Program Planning Process Overview](#)
- [13-14 Worksheet for Annual Vocational Authorization Application](#)
- [14-15 Complete List of CTE Programs](#)
- [14-15 Request Form for Discontinuing State Approval and Reporting of Secondary CTE Programs](#)
- [14-15 Request for Building or Fiscal Agency Transfer Form](#)

Monitoring

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [MONITORING](#)



Technical Review Assistance and Compliance (TRAC)

- [FINANCE TRAC Checklist](#)
- [GRANTS TRAC Checklist](#)
- [DATA TRAC Checklist](#)
- [TRAC Training PowerPoint](#)
- [TRAC Five-Year Schedule](#)
- [TRAC Manual](#)
- [2015-16 TRAC Schedule](#)

Civil Rights Compliance Review

- [Civil Rights Compliance Review Coordinator's Manual](#)
- [2014 OCTE Civil Rights Compliance Review Targeting Plan](#)
- [Remedies for Frequent Civil Rights Violations](#)
- [Writing a Civil Rights Compliance Plan](#)
- [Civil Rights Compliance](#)
- [Civil Rights Resources](#)

CIP Self Review

- [CIP Self-Review](#)

Notable Resources

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [NOTABLE RESOURCES](#)



CTE Administrative Guide

- [Administrative Manual for CTE](#)

OCTE Information

- [Glossary](#)

Other

- [Using the Optional CTE Academic Teacher Coordination TSDL Template](#)
- [TSDL Template and Code Book](#)
- [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 Brochures](#)
- [OCTE Website Map](#)
- [LearnPort](#)

Perkins Federal Programs

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [PERKINS FEDERAL PROGRAMS](#)



CTE Perkins 15-16

- [2014-15 Function and Object Code Use](#)
- [2015-16 CPI Activity Lists](#)
- [2014-15 CTE Perkins use of Funds](#)
- [2015-16 MEGS+ Instructions](#)
- [January 22, 2015 Closing the Achievement Gap and Grants Dissemination Workshop Handouts](#)
- [Michigan Community College Network](#)
- [CTE Perkins Regional Improvement Plan Form 2015-2016](#)
- [2015-16 Program of Study Status Page Instructions](#)
- [2015-16 Projected Assessment Costs](#)
- [CTE Perkins Regional Improvement Plan Sample for 2S1 and 5S1](#)
- [Appropriate Use of Federal Funds in Providing Food at Conferences and Meetings](#)
- [2015-16 CTE Perkins Grant Planning Changes and Reminders](#)

Resources

- [Prosperity Region CEPD List](#)
- [Strategies for Improving 1S1 and 1S2](#)
- [Funding Formulas for CTE](#)
- [Research and Resources - Perkins IV](#)
- [2+2+2 Program of Study Template](#)
- [2+2 Program of Study Trimester Template](#)
- [2+2 Program of Study Semester Template](#)
- [CEPD Look Up](#)
- [Components of the Articulation Agreement](#)
- [Articulation Agreement Template](#)
- [Postsecondary Credit Agreements POS Checklist](#)
- [Fiscal Agency Cooperative Agreements](#)
- [Michigan CTE Programs Identified as Non-traditional](#)
- [Gender Equity Program Information](#)
- [Michigan State Plan for CTE 2008-2013](#)

State School Aid Section 61.a1 (Added Cost)

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [STATE SCHOOL AID SECTION 61.A1 \(ADDED COST\)](#)



Funding Guidelines and Information

- [2014-15 Added Cost Reimbursement Rates](#)
- [Career and Technical Education Reimbursed Programs](#)
- [CAREER AND TECHNICAL EDUCATION REIMBURSED PROGRAMS](#)
- [2013-14 State Rank List](#)
- [New Rank List PowerPoint](#)
- [CEPD Administrator and Fiscal Agency Authorized Official Process For Reviewing Career and Technical Education Information System \(CTEIS\) Reports.](#)
- [Added Cost Guide](#)
- [2013-2014 Added Cost Factors](#)
- [State Aid Legislation](#)

CTE Skills Assessments

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [CTE SKILLS ASSESSMENTS](#)



Additional Resources

- [CTE Student Procedures and Procedural Steps for Identifying and Collecting Certifications](#)
- [CTEIS Assessment Analysis Report Instructional Guide](#)
- [CTEIS Reports to Identify Students to be Assessed](#)
- [NOCTI Ordering Information for All NOCTI Assessments](#)
- [Entering Student IDs for Assessments](#)
- [2013-2015 Projected Assessment Implementation Summary](#)
- [2014-15 Implemented Assessments](#)
- [Which Students Must Be Assessed and When?](#)
- [Career Education Planning District Map \(CEPD\)](#)
- [OCTE Technical Skills Assessments Technical Assistance Document - Updated February 2015](#)
- [Technical Assessment Overview](#)
- [What determines percent correct for CTE assessments?](#)
- [Assessment & Accountability Advisory Group Members](#)

Assessment Webinar Information

- [Assessment Communique Issue 31 June 2015](#)
- [Assessment Communique Issue 30 May 2015](#)
- [Assessment Communique Issue 29 April 2015](#)
- [Assessment Communique Issue 28 March 2015](#)
- [Assessment Communique Issue 27 February 2015](#)
- [Assessment Communique Issue 26 December 2014](#)
- [Assessment Communique Issue 25 November 2014](#)
- [Assessment Communique Issue 24 October 2014](#)

Hospitality

- [Information Coming Soon](#)

Education

- [Contacts for University Requirements on PRE "In Lieu of Scores"](#)
- [MTTC-Guidelines for Registration of CTE Students](#)
- [2014-2015 MTTC Test Schedule](#)
- [MTTC-PRE Alternative Pass Student Form](#)
- [MTTC-PRE Alternative Pass Procedures for Districts](#)
- [Education and Training Tip Sheet](#)
- [Three Ways in Which to Satisfy the Education Assessment Requirement](#)
- [MTTC-PRE Alternative WorkKeys® Process for Districts to Follow](#)
- [Pearson Website & Resources](#)

Information Technology

- [Information Coming Soon](#)

Automotive Technician, Collision Repair Technician, Medium/Heavy Truck Technician

- [ASE Assessment Export Instructions](#) 
- [ASE Assessment Administration Webinars](#)
- [ASE-Batch Students](#) 
- [ASE Student Certification FAQ](#) 
- [Maintenance and Light Repair Tip Sheet](#) 
- [Collision Repair Technician Tip Sheet](#) 
- [Medium-Heavy Truck Technician Tip Sheet](#) 
- [Automotive Technician Tip Sheet](#) 
- [ASE Student Certification - Getting Started](#) 
- [Overview for Schools New to the ASE Student Certification Program](#) 

Health Sciences

- [National Health Science Assessment \(NCHSE\) General Information](#) 
- [Study Guides and other Supplemental Materials](#)
- [Health Science Tip Sheet](#) 
- [Precision Exams](#)

Finance

- [Finance Tip Sheet](#) 
- [NOCTI Website & Resources](#)
- [Finance Technical Skills Assessment Q & A](#) 

Business, Management & Administration

- [Business Management and Administration Tip Sheet](#) 
- [NOCTI Website & Resources](#)
- [BMA Technical Skills Assessment Q & A](#) 

Law, Public Safety, Corrections & Security

- [Law and Public Safety Tip Sheet](#) 

Marketing

- [Marketing Tip Sheet](#) 
- [Accelerated Marketing Program of Student/End-of-Program High School Exam](#)

Graphics and Printing Technology and Communications

- [This assessment is not required for 2014-2015.](#)

Radio and TV Broadcasting Technology

- [This assessment is not required for 2014-2015.](#)

State Wide Articulation

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [STATEWIDE ARTICULATION](#)



Upcoming Events

- [National Alliance of Concurrent Enrollment Partnerships \(NACEP\) 2014 National Conference Link](#)

Michigan State Wide Articulation Agreements

- [Washtenaw Community College](#)
- [Mid-Michigan Community College](#)
- [Oakland Community College](#)
- [Baker College](#)
- [Central Michigan University](#)
- [Alpena Community College](#)
- [Davenport University](#)
- [Kirtland Community College](#)

Agreement Templates

- [MDE/OCTE Articulation Agreement Template 1-7-2013](#)
- [Concurrent Enrollment Agreement Template 12-19-12](#)

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

- [Kansas' Connecting Futures Statewide Articulation Agreement Presentation](#)
- [Ohio's Statewide Articulation Agreement Presentation](#)
- [Pennsylvania's SOAR Program of Study Initiative Presentation 10-15-13](#)

Resources

- [Earning College Credit on High School: A synopsis of opportunities](#)
- [Next Steps Work Group on POS Measurement, Accountability and Evaluation Draft Summary Report](#)
- [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](#)
- [Education Commission of the States' Database of Dual Enrollment Policies for all 50 States](#)
- [Statewide Green Program of Study Report](#)
- [Example Flyer for Early College Credit](#)
- [Investing in America's Future: A Blueprint for Transforming Career and Technical Education](#)
- [Achieve Inc-Bridging the Divide Between College and Career Readiness](#)
- [NACEP Promoting Quality: State Strategies for Overseeing Dual Enrollment Programs](#)
- [State Profiles – Dual/Concurrent Enrollment 2013 Database](#)
- [Jobs for the Future Policy Brief](#)
- [Example Agreements from Other States](#)

Youth Employment

[MDE](#) > [MDE OFFICES](#) > [CAREER & TECHNICAL EDUCATION](#) > [YOUTH EMPLOYMENT](#)



Child Labor Law Youth Employment in Michigan

In the fulfillment of the requirements of Section 2 of Article V of the Michigan Constitution of 1963, the provisions of Executive Order 2011-4 became Effective 60 days after the filing on February 23, 2011 transferring Youth Employment Standards Act 90 of 1978, MCL 409.101 to 409.124, from the Wage Hour Division, Department of Licensing and Regulatory Affairs (LARA) to the Department of Education.

Tara Bride

Email: bridet@michigan.gov

Phone - (517) 335-6041

Fax - (517) 373-8776

Youth Employment Standards Act 90 of 1978 defines a minor who is less than 18 years of age, including but not limited to employees, volunteers, independent contractors and performing artists.



Minors under 18 years of age must obtain a work permit or a written agreement or contract entered into between the employer and the governing school district, public school academy, or nonpublic before starting work. Work permits can be obtained from the issuing school officer (the chief administrator of a school district, intermediate school district, etc.) the minor attends or the school district where the minor will be employed. If the minor changes jobs, a new work permit is required for the new employer. A work permit may be revoked for poor academic performance. A work permit is required even if the minor is home/cyber/virtual/online schooled, does not attend school, or out-of-state resident.

Work permits are no longer available for bulk purchase from Michigan Center for Career & Technical Education; work permits are available for printing or download below. Note: CA-6 work permits must be printed, front and back, on pink paper and CA-7 work permits must be printed, front and back, on yellow paper to be valid.

[Youth Employment Forms Packet](#)

[Youth Employment Standards Rules](#)

[Standards for Issuance of Work Permits](#)

[Standards for Issuance of Work Permits Checklist](#)

[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 \(must be printed yellow and front to back\)](#)

WHO NEEDS A WORK PERMIT (INCLUDING SUMMER)

Minors under the age of 18 cannot be employed or permitted to work, with or without pay, volunteer or independent contractor until the person, company, business, firm or corporation proposing to employ the minor obtains and keeps on file at minor's place of employment a current and valid age and color appropriate work permit, which has been issued by an issuing officer of the school district, intermediate school district, public school academy or nonpublic school prior to starting work.

Minors under the age of 18 are required to have a work permit prior to starting work regardless if the minor does not attend school, has dropped out of school, home/online/virtual/cyber schooled or comes from another state (out-of-state) resident to work in Michigan.

If a minor comes from another state to work in Michigan, the minor should bring an official birth certificate and an unofficial transcript from the previous school attended which includes the school's complete name, address, city, state, zip code, county and telephone number.

HOW TO OBTAIN WORK PERMIT

The minor first must go in person to a school district, intermediate school district, public school academy or nonpublic school official designated as an issuing officer and provide one of the following acceptable forms of evidence of age:

- A certified copy of birth record or other proof of age showing the place and date of birth
- A certified copy of valid operator's license issued by this state showing date of birth
- The school record or the school census record
- The sworn statement of minor's parent/guardian and statement from physician

The minor and parent/guardian must complete Section I of the work permit in its entirety (all areas must be completed).

The minor then takes the work permit to the employer, after completing Section I, and the employer must complete Section II of the work permit, in its entirety (all areas must be completed including listing all work the minor will be performing, equipment and/or tools minor will use, starting and ending hours to be worked, number of days per week to be worked and number of hours per days to be worked, etc).

The minor must take the work permit, after the employer has completed Section II, in person to a school district, intermediate school district, public school academy or nonpublic school official designated issuing officer for review and to complete section III.

The issuing officer must copy the work permit and place the work permit in the minor's permanent school file and return the original work permit to the minor.

The minor must give the original work permit (after the designated official issuing officer has reviewed and approved by signing and dating) to the person, company, business, firm or corporation prior to start of work which is kept on file at the minor's place of employment.

HOW TO OBTAIN AN APPLICATION FOR PERFORMING ARTS AUTHORIZATION

An "Approved" Application for Performing Arts Authorization form is needed from this department for all minors between the ages of 15 days old to 17 years prior to any performance (modeling, live stage, dancing, singing, filming, taping, etc.). The company, the payroll company that is paying the minors and the extras, and the production company must submit a current and valid workers' compensation insurance certificate along with the Application for Performing Arts Authorization form for each minor at least 10 days prior to start date and time of rehearsal and performance to this office for processing.

The "Approved" Application for Performing Arts Authorization form is needed for each minor, written parent/guardian permission statement, and the "Posting Requirements" must kept on-site at minor's place of employment/performance. All records required by the Act 90 of 1978 must be maintained and made available for inspection by an authorized representative of the Department and the employment must be in compliance with all provisions of the Act.

[Application for Performing Arts Authorization Form \(2 pages\)](#)

[Michigan Penal Code \(Excerpt\) Act 328 of 1931](#)

When both federal and state laws apply the more stringent standard must be observed

Special Populations

Coming soon.