

SECTION 6: Career Technical Education Early Middle College (CTE EMC)

EMC and Career Center programs

Early Middle Colleges and Career Center programs can coexist and even work in collaboration with one another. Early Middle Colleges can simultaneously focus on career and technical education (CTE) and postsecondary courses.

CTE EMC Program Serial Numbers (PSN)

Regular CTE programs have a PSN and CTE EMC programs have a different PSN. See page 9 in the [New CTE Program Application Tool Kit](#) to apply for a new CTE EMC program (PSN).

PSNs are assigned by MDE-OCTE once a new program application is approved. PSNs are a unique code representing a specific Classification of Instructional Program (CIP) code located in a specific building.

Leveraging CTE to Support the MMC

While traditional course taking pathways are an option under the MMC, the legislation is specific in stating that schools may provide curriculum by using alternative instructional delivery methods such as alternative course work, humanities course sequences, [CTE](#), industrial technology courses, or vocational education, or by a combination of these.

CTE EMC Student and Completion of a state-approved CTE program

It is recommended that the CTE EMC program of study be designed to allow the students to complete a state-approved CTE secondary program by the end of the fourth year of high school. However, it is understood that in certain instances it may be in the best interest of the student for the district to allow completion of a CTE program during the fifth year. Allowing completion during the fifth year or failing to complete the CTE program could result in loss of MMC flexibility and could require students to take additional classes for a high school diploma.

EMC Funding

CTE programs can generate funding for CTE EMCs. Information on funding a CTE EMC is available on the CTE website: [MDE - Career and Technical Education \(michigan.gov\)](#) under the [At-A-Glance Resources](#).

Career and Technical Education Information System (CTEIS)

CTEIS is used for reporting all CTE student and program data for State Aid funding and Federal reporting purposes. CTEIS is used to report all non-CTE courses in TSDL.

Teacher Student Data Link (TSDL) Repeated for CTE EMC

The TSDL is a component of the MSDS and links students to the teacher's providing instruction. The TSDL data reflects each student's performance in classes taken throughout the year.

TSDL Reporting for EMC Students:

- Report all non-CTE courses for EMC students in TSDL – even if the student did not pass the course.
- Report all high school and postsecondary credits attempted – even if the student did not pass the course.
- If a student takes a dual enrolled course, but elects not to receive college credit, report the course as dual enrolled, but enter 0 college credits.
- If a district chooses to report CTE courses in both CTEIS and TSDL, the subject area code for the CTE course should be reported as 00 in TSDL. If a student takes more than one CTE EMC course during the year, only one CTE EMC course (per program) is required to be reported in CTEIS for that student to qualify for Section 61b funds.

Section 61b State School Aid Formula Funding/Strategic Plans and Planning Grants

The grant requires that the 61b ISD fiscal agent collaborate with the career education advisory council (CEAC), in the workforce development board service delivery area, to develop one regional strategic plan that aligns CTE programs and services into an efficient and effective delivery system for high school students. The MDE-OCTE will align career education planning districts, workforce development board service delivery areas, and intermediate school districts for the purpose of creating one regional strategic plan for each workforce development board service delivery area.

One result of strategic planning is the career cluster ranking to determine CIP codes that are eligible to receive Section 61b formula funding. Additional Information on the 61b(1) is available in the [EMC and CTE Dual Enrollment Tool Kit](#).

The Michigan Department of Education, Office of Career and Technical Education (MDE-OCTE) oversees the State School Aid Act of 1979, Section 388.1661b funding. Section 61b allocates funding from the State School Aid fund appropriation for the expansion of CTE EMC and CTE dual enrollment programs. The purpose of these programs is to increase the number of Michigan residents with high-quality degrees or credentials.

All state school aid funding and requirements are subject to change based on the annual passage of the State School Aid budget. Links to the related information are provided:

- [Section 61b legislation](#)
- [Section 61b Tool Kit](#)
- [Section 61b Eligible CIP Codes](#)

Developing CTE EMC Programs

Districts that are interested in starting new CTE EMC programs should contact the MDE EMC staff and consultant with the appropriate CTE Education Consultant.

If a current CTE EMC wants to add an additional program/pathway, the EMC should submit a copy of the Program of Study (POS) to MDE EMC staff. If the postsecondary partner is new, a copy of the signed MOU must also be submitted. The POS should identify the course(s) that will count for the math requirement and the two courses that will fulfill the high school credit during the fifth year. The CTE EMC should have a Program Serial Number (PSN) for the new program or plan to apply during the next application cycle. Guidance on applying for a new PSN can be found in the [New CTE Program Application Tool Kit](#).

CTE EMC Sample Program of Study

Five-year programs of study are required for any EMC program. When applying for a CTE EMC program, the district must submit a sample five-year program of study. See **Appendix F** in the [New CTE Program Application Tool Kit](#).

Coding EMC Students Prior to New CTE EMC Program Application Approval

Districts that are applying for CTE EMC PSN approval can code EMC students 3500, by the coding deadline, prior to final MDE approval. Districts should maintain the following documentation:

- EMC meetings held for grade 11 students.
- Code grade 1 students 3500 in the MSDS by the Fall Certification date.
- Apply for a new CTE EMC program (PSN).
- When the new CTE EMC program application is approved and the district receives the CTE EMC PSN, enroll the students participating in the CTE EMC, in the new CTE **EMC** PSN in CTEIS.
- If any student coded 3500 in the fall decides not to participate in the CTE EMC, remove the 3500 code from the MSDS by the mid-June CTEIS end of year reporting deadline. (If applicable, these students will remain enrolled in the "regular" state-approved CTE PSN in CTEIS.)
- If the district's CTE EMC application does not get approved, remove the 3500 code for all the students in the MSDS.