

For Official ODE Use Only

2009-2010

Application number

Date

CTE-26

Application for Preliminary Approval of Secondary Career-Technical Workforce Development (WFD) Programs (except Vocational Job Training Coordinating—990371)

An approved program of study must be attached to this application.

Use one form per WFD program addition. Application deadline for requesting new career technical WFD program approval is June 1, 2009. After that date, contact the appropriate career field consultant for assistance. Approval of this application signifies approval of the secondary portion of the program design. Final approval is contingent upon submission of accurate EMIS data and course offerings that meet established guidelines for career technical programming. For general assistance, contact the Office of Career-Technical Education at (614) 466-2901.

I. School District Information

District IRN

County

CTPD#

Check if Community School

School District Name

Building\* IRN

Building Name

\*where program is located

Contact Person

Title

E-mail

Phone

Extension

Fax

Address

City

Zip Code

II. Program Information

Career Field

Career Pathway

Specialization (if applicable)

Total CTE Hours in Pathway

Career Field Technical Content Standards (CFTCS)

III. Career Technical Weighted Funding Request

Complete the chart below listing only those courses for which your district is requesting career technical workforce development weighted funds for FY 2010.

Subject Code: Enter the subject code number for each course in the program for which funding is requested in FY 2010. Refer to Appendix C of the EMIS manual or the information sheets located on the career field website for the subject code. All numbers will be in a six-digit format.

Subject Name: Enter the subject name corresponding to the subject code.

Curriculum Code: Enter the curriculum code (formerly course type) for the course being offered. Refer to the EMIS Manual for new curriculum codes.

Total Hours: Enter the total course hours for FY2010 academic year.

Table with 4 columns: Subject Code, Subject Name, Curriculum Code, Total Hours. Three rows of empty input boxes.

IV. Tech Prep Information

Consortium ID

Consortium Name

Consortium Director

Phone Number

Ext.

E-Mail Address

FAX

#### IV. Program of Study

An approved program of study and signed assurances must be attached to this application. For information on completing a program of study, go to [www.education.ohio.gov](http://www.education.ohio.gov) under career technical education; then go to the career fields page. For assistance in completing a program of study, contact your Tech Prep Consortium Director or the career field consultant.

#### V. CTE-26 Assurances

Program approval and funding is contingent upon complying with the following assurances.

1. The program uses a state approved program of study. Perkins IV, Title II, Sec. 203.4;3(a)
2. Coursework includes articulated credit that is directly related to the secondary program of study/postsecondary program, and postsecondary credit is transcribed no later than following the conclusion of the academic term in which the student is first enrolled at the postsecondary level, or documentation is filed that assures a plan is in place for transcribed articulated credit by FY2013. Perkins IV, Title II, Sec. 203. (1; 3(b)
3. An appropriate Ohio Technical Competency Assessment and/or business/industry-recognized credential(s) are offered. Perkins IV, Title II, Sec. 203.1 (f); 2(e); 4(c)
4. A college ready assessment, as determined by a primary receiving post secondary institution, is offered. Perkins IV, Title II, Sec. 203.7
5. Workforce development advisory committees, reflecting career fields and authorized by boards of education at the local level, will engage business/industry and postsecondary representatives and utilize input from professional associations, labor, government and the community. Advisory committees will 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. OAC 3301-61-03(D).
6. Courses of study must be current and based on business validated technical content standards; accrediting association and/or licensing agency standards when applicable; and academic content standards. OAC 3301-61-03(E).
7. Facilities and equipment must support instruction of the technical and academic content standards and reflect current and emerging technology in the career field. OAC 3301-61-03(F)
8. A performance system must report student academic proficiency, technical proficiency, high school graduation and post-program placement. OAC 3301-61-03(G).
9. Career-technical additional weighted cost funds shall only be expended on costs associated with the delivery of career-technical programming to career-technical students for which the school district provides enrollment, performance and fiscal data to the Ohio department of education. OAC 3301-61-16(B)
10. Program complies with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975 and Individuals with Disabilities Education Improvement Act (IDEA) Amendments of 2004, the Fair Labor Standards Act (FLSA) and all applicable minor labor laws.
11. The program is in compliance with the guidelines of other state agencies as appropriate (e.g., Ohio Board of Nursing, Ohio State Board of Cosmetology, Ohio Department of Health, Ohio Department of Public Safety, State of Ohio Office of the Attorney General.)
12. Students in this program will have access to a career-technical student organization.

**The information contained in this application is current and accurate and all assurances will be adhered to.**

\_\_\_\_\_  
Printed/Typed Name of School District Superintendent

\_\_\_\_\_  
Signature of School District Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed/Typed Name of CTPD Superintendent/Community School Sponsor

\_\_\_\_\_  
Signature of the CTPD Superintendent/Community School Sponsor

\_\_\_\_\_  
Date

**Mail one copy, with original signature(s), to:** Ohio Department of Education  
Office of Career-Technical Education  
25 S. Front Street, MS 608  
Columbus, Ohio 43215-4183

03/11/2009