

Carl D. Perkins
Career and Technical Education
2016 Administrative Training Workshop

CTEA 1 and CTEA 2 Data Collection

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Session overview

- Roles of the offices
- Data submission
- Reporting requirements
- Data definitions
- CTEA 1 Data Reports



Roles – aka ‘Who do I call?’

IRS

- HEDSLIVE support
- Assistance in submitting your reports
 - CTEA 1 and 2
 - TSA



OPASS

- Reporting Requirements
- Data definitions
- Data requests
- Program questions

Data Submission - Uploading

- File format must be xls.,xlsx., or csv.
 - Student records file (CTEA 1 or CTEA 2)
 - Technical Skills Assessments (TSA)
- File layout dictated by shell/template file
 - For CTEA 1 and CTEA 2 – one record per student per CTE program
 - For TSA – one record per assessment
 - NOT PER STUDENT
- Click on ‘Upload Data’ link



Data Submission - Editing

- Go to 'Review Data and Submit' page
- Review orange 'warning' messages and data fields
 - These indicate differences from last year's data submission
- Revise your original data file as needed and re-upload
 - The new file will replace the previous file
- Review detailed reports via 'View Reports' link



**Carl D. Perkins Career and Technical Education Act Performance Measures Report
Postsecondary Credit Bearing Vocational and Technical Programs
Based on Data Reported During 2015**

Placement Rate

(C) Current graduates are >=75 but <200 and graduates have increased 100% or more or decreased 50% or more from the prior year.

(A) Current graduates are >=50 but <75 and graduates have increased 150% or more, or equaled '0' the previous year (no data) or has decreased 60% or more from the prior year.

HEGIS Code	Cluster/Program Name	State Standard	Overall Students					Special Populations						
			Graduates		Institutional Rate		Met Standard or Improved 3% from Prior Year	Graduates		Institutional Rate		Met Standard or Improved 3% from Prior Year		
			2014	2015	2014	2015		Difference	2014	2015	2014		2015	Difference
5000	Business and Commerce	70%	3	12	100%	67%	-33	N/A	2	10	100%	70%	-30	N/A
5100	Data Processing	70%	0	1	--	0%	0	N/A	0	1	--	0%	0	N/A
5200	Health Services	70%	4	18	100%	100%	0	N/A	0	13	--	100%	100	N/A
5300	Mechanical and Engineering Tech	70%	12	31	100%	84%	-16	S	9	20	100%	80%	-20	S
5400	Natural Sciences	70%	15	35	100%	89%	-11	S	9	25	100%	84%	-16	S
5500	Public Services	70%	1	2	100%	100%	0	N/A	1	1	100%	100%	0	N/A
Total		70%	35	99	100%	86%	-14	S	21	70	100%	83%	-17	S

S = Satisfactory Compliance

U = Unsatisfactory Compliance

U/S = Unsatisfactory Converted to Satisfactory Due to 3% Improvement

? = All Reported as Other/Unknown

N/A = Not applicable: Rate Denominator < 20

[View CTEA Performance Rate Definitions \(CTEA-1 and CTEA-2\)](#)

**Carl D. Perkins Career and Technical Education Act Performance Measures Report
Postsecondary Credit Bearing Vocational and Technical Programs
Based on Data Reported During 2015**

Non-Traditional Participation Rate

(B) Current enrollment is '0' and previous year enrollment was > 30.

One or more change(s) in Rate for Overall Students is greater than +/- .25. Please check the value(s) to make sure any changes are correct.

HEGIS Code	Cluster/Program Name	State Standard	Overall Students						Special Populations								
			Rate		Institutional Rate		Met Standard or Improved 3% from Prior Year	Rate		Institutional Rate		Met Standard or Improved 3% from Prior Year					
			2014	2015	2014	2015		Difference	2014	2015	2014		2015	Difference			
5000	Business and Commerce	30%	44	(B)	22.7%				N/A	36	(B)	19.4%					N/A
5100	Data Processing	30%	128	79	12.5%	16.5%	4	U/S	U	89	53	13.5%	11.3%	-2.2			U
5200	Health Services	30%	743	614	14.1%	8.8%	-5.3	U	U	517	410	13.3%	7.1%	-6.2			U
5300	Mechanical and Engineering Tech	30%	238	236	10.1%	9.3%	-0.8	U	U	153	142	10.5%	11.3%	0.8			U
5400	Natural Sciences	30%		39		30.8%		S	S		19		26.3%				N/A
5500	Public Services	30%	295	257	25.8%	29.2%	3.4	U/S	U	210	142	27.6%	31.7%	4.1			S
Total			1448	1225	16%	14.4%	-1.6	U	U	1005	766	16.1%	13.2%	-2.9			U

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U/S = Unsatisfactory Converted to Satisfactory Due to 3% Improvement

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[View CTEA Performance Rate Definitions \(CTEA-1 and CTEA-2\)](#)

Data Submission - Certifying

- Click 'Certify'
- Red 'fatal error' messages indicate file has **NOT** been accepted
- Review, revise, re-upload, re-edit and re-certify until file is accepted with NO red 'fatal errors'



Technical Skill Assessment - file upload

- Must be submitted to avoid fatal errors during certification process



Reporting Requirements

- CTEA 1
 - Postsecondary enrollment in eligible credit bearing CTE programs during the prior academic year – July 1 through June 30
- CTEA 2
 - Postsecondary enrollment in eligible non-credit bearing CTE programs during the prior academic year – July 1 through June 30



NOTE: if a student is enrolled in more than one CTE program, that student will have more than one record in the report

Reporting Timeline

- September 30th – CTEA 1 and 2 **Enrollment** data for prior academic year
 - As per Federal Regulations §200.328
 - Ex. September 30, 2016 report data for 2015-16 academic year
- February 24th – CTEA 1 and 2 **Placement** data for **only** those students already reported on September Enrollment report



Critical Data

- Student ID
 - A unique identifier assigned to an individual by their institution and **maintained for the duration** of that individual's enrollment at that institution
- CIPCODE
 - Designed by the NCES to provide a taxonomic scheme that supports the accurate tracking, assessment and reporting of fields of study and program completions activity; **codes must be taken from the most recently updated CIP code list** – see web pages slide
- IRPCode – CTEA 1 will not be accepted without it

Racial/Ethnic Descriptors

- Report **ALL** descriptors that a student identifies with
 - Hispanic or Latino
 - American Indian or Native Alaskan
 - Asian
 - Black or African American
 - Native Hawaiian or other Pacific Islander
 - White
 - Nonresident Alien
- Full descriptions of each category are in the reporting instructions

Special Populations Data

- Disabled, Displaced Homemaker, Single Parent, Limited English Proficient, Economically Disadvantaged

§99.31 Under what conditions is prior consent not required to disclose information?

(a) An educational agency or institution may disclose personally identifiable information from an education record of a student without the consent required by §99.30 if the disclosure meets one of the following conditions:

(3) The disclosure is, subject to the requirements of §99.35, to authorized representatives of:

(iv) State and local educational authorities

Special Populations (cont.)

§99.35 What conditions apply to disclosure of information for Federal or State program purposes?

(a)(1) Authorized representatives of the officials or agencies headed by officials listed in §99.31(a)(3) may have access to education records in connection with an audit or evaluation of Federal or State supported education programs or for the enforcement of compliance with Federal legal requirements that relate to those programs.

Definitions

- CTE Participant: A postsecondary or adult student who has earned one or more credits in any CTE program area.
- CTE Concentrator: A postsecondary or adult student who: (1) completes at least 12 academic or CTE credits within a single program area sequence that is comprised of 12 or more academic and technical credits and terminates in the award of an industry-recognized credential, a certificate, or a degree; or (2) completes a short-term CTE program sequence of less than 12 credit units that terminates in an industry-recognized credential, a certificate, or a degree.

CTEA 1 - 1P1 – Technical Skills Attainment

- Numerator: Number of CTE concentrators who passed technical skill assessments that are aligned with industry-recognized standards, if available and appropriate, during the reporting year.
- Denominator: Number of CTE concentrators who took technical skill assessments during the reporting year.



Critical data fields

- CIPCode
- CreditsEarned
- TSA Taken/Passed

CTEA 1 - 2P1 - Completion

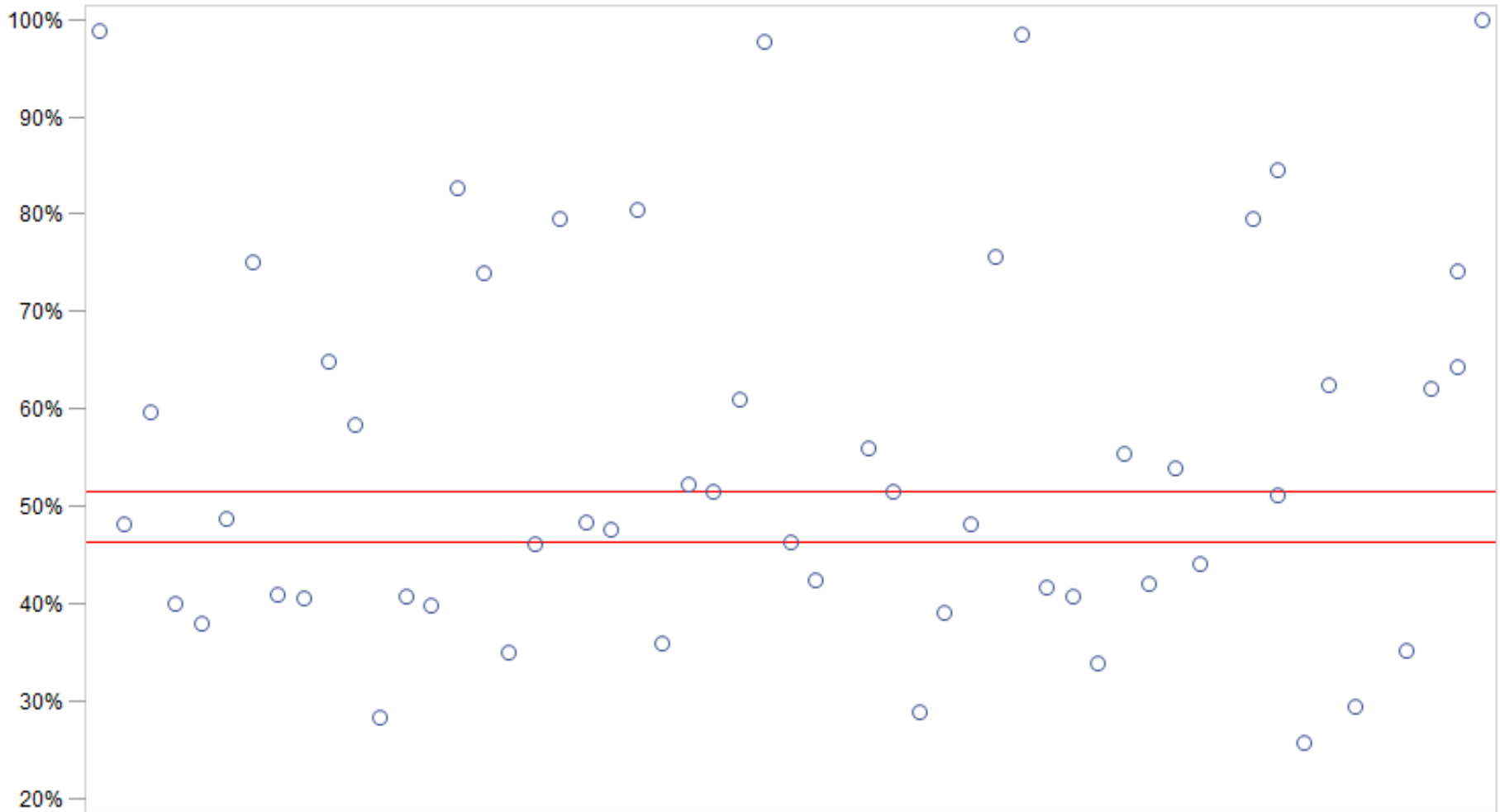
- Numerator: Number of CTE concentrators who received an industry-recognized credential, a certificate, or a degree during the reporting year.
- Denominator: Number of CTE concentrators who left postsecondary education during the reporting year.

Critical data fields

- CIPCodes
- CreditsEarned
- Status



CTEA 1 - 2P1 - Completion



CTEA 1 - 3P1 - Retention

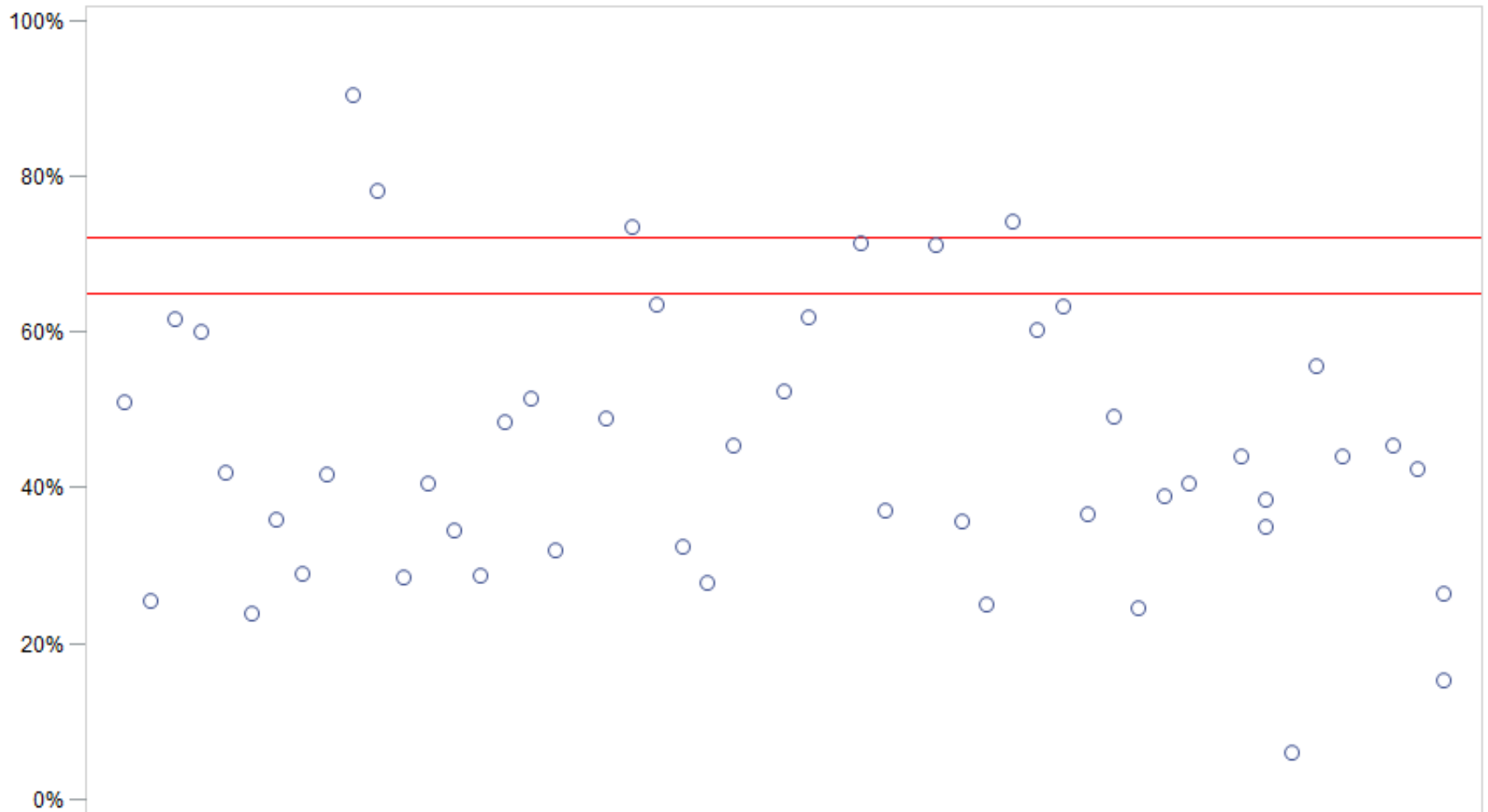
- Numerator: Number of CTE concentrators who remained enrolled in their original postsecondary institution or transferred to another postsecondary institution during the reporting year and who were enrolled in postsecondary education in the fall of the previous reporting year.
- Denominator: Number of CTE concentrators who were enrolled in postsecondary education in the fall of the previous reporting year and who did not earn an industry-recognized credential, a certificate, or a degree in the previous reporting year.



Critical Data

- CIP Codes
- Credits Earned
- Matching Student IDs across years
- Status

CTEA 1 - 3P1 - Retention



CTEA 1 - 4P1 - Placement

- Numerator: Number of CTE concentrators who were placed in employment, military service or apprenticeship programs in the 2nd quarter following the program year in which they left postsecondary education
- Denominator: Number of CTE concentrators who left postsecondary education during the reporting year.

Critical Data Fields

- CIPCodes
- CreditsEarned
- Status
- 2ndEmpStatus



CTEA 1 - 5P1 – Non-traditional Participation

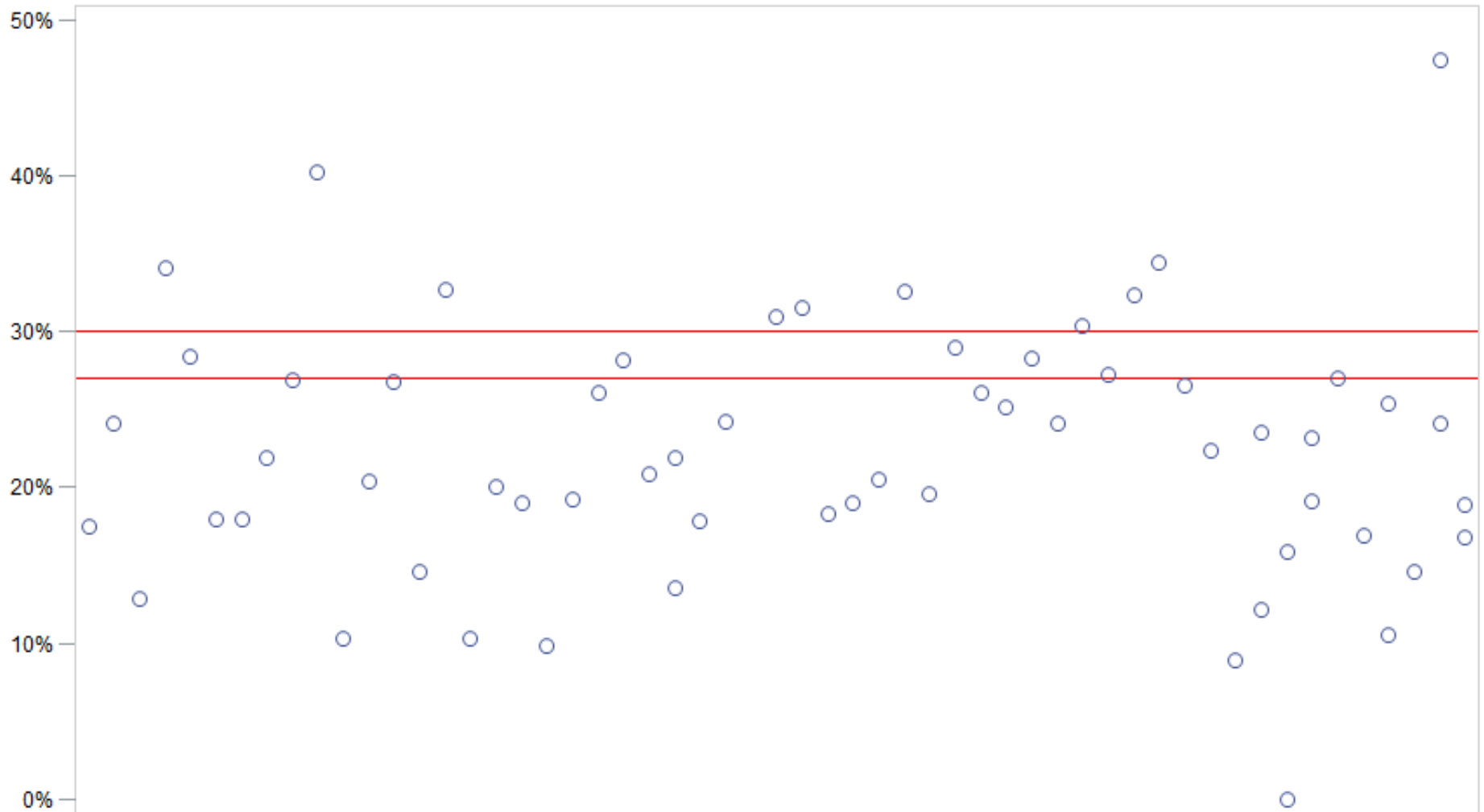
- Numerator: Number of CTE participants from underrepresented gender groups who participated in a program that leads to employment in nontraditional fields during the reporting year.
- Denominator: Number of CTE participants who participated in a program that leads to employment in nontraditional fields during the reporting year.

Critical Data Fields

- CIPCodes
- CreditsEarned
- Gender



CTEA 1 - 5P1 – Non-traditional Participation



CTEA 1 - 5P2 – Non-traditional Completion

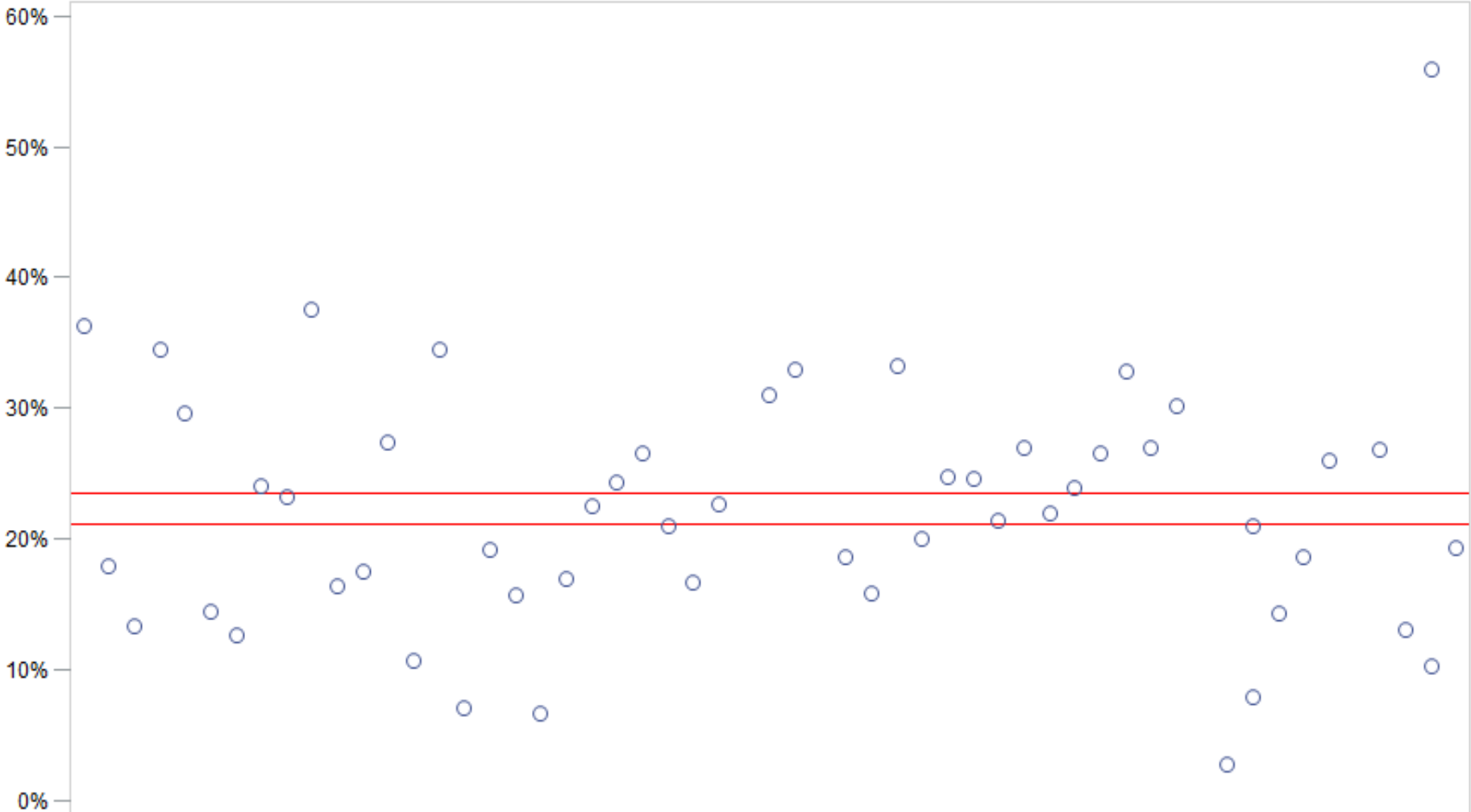
- Numerator: Number of CTE concentrators from underrepresented gender groups who completed a program that leads to employment in nontraditional fields during the reporting year.
- Denominator: Number of CTE concentrators who completed a program that leads to employment in nontraditional fields during the reporting year.

Critical Data Fields

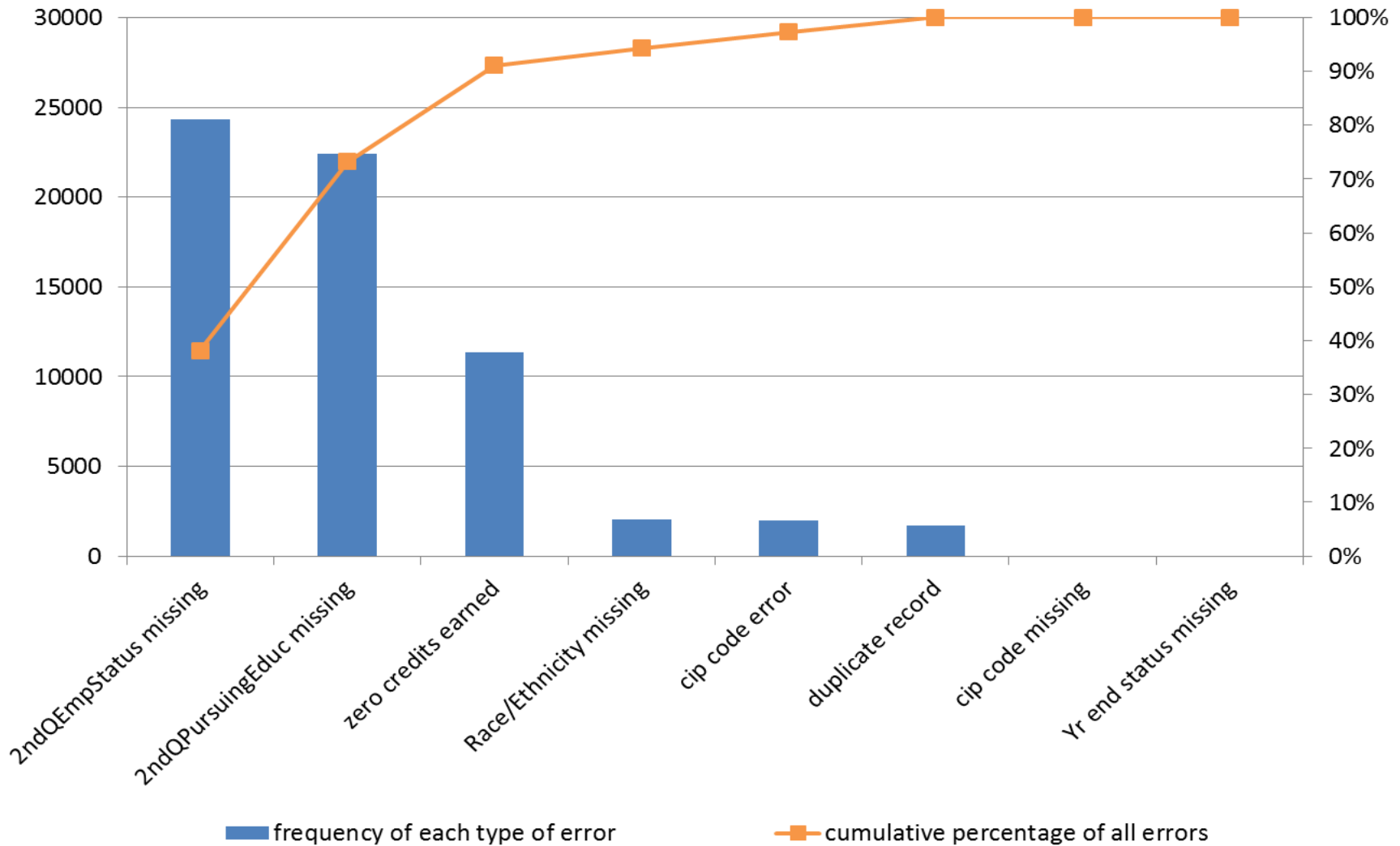
- CIPCodes
- CreditsEarned
- Gender



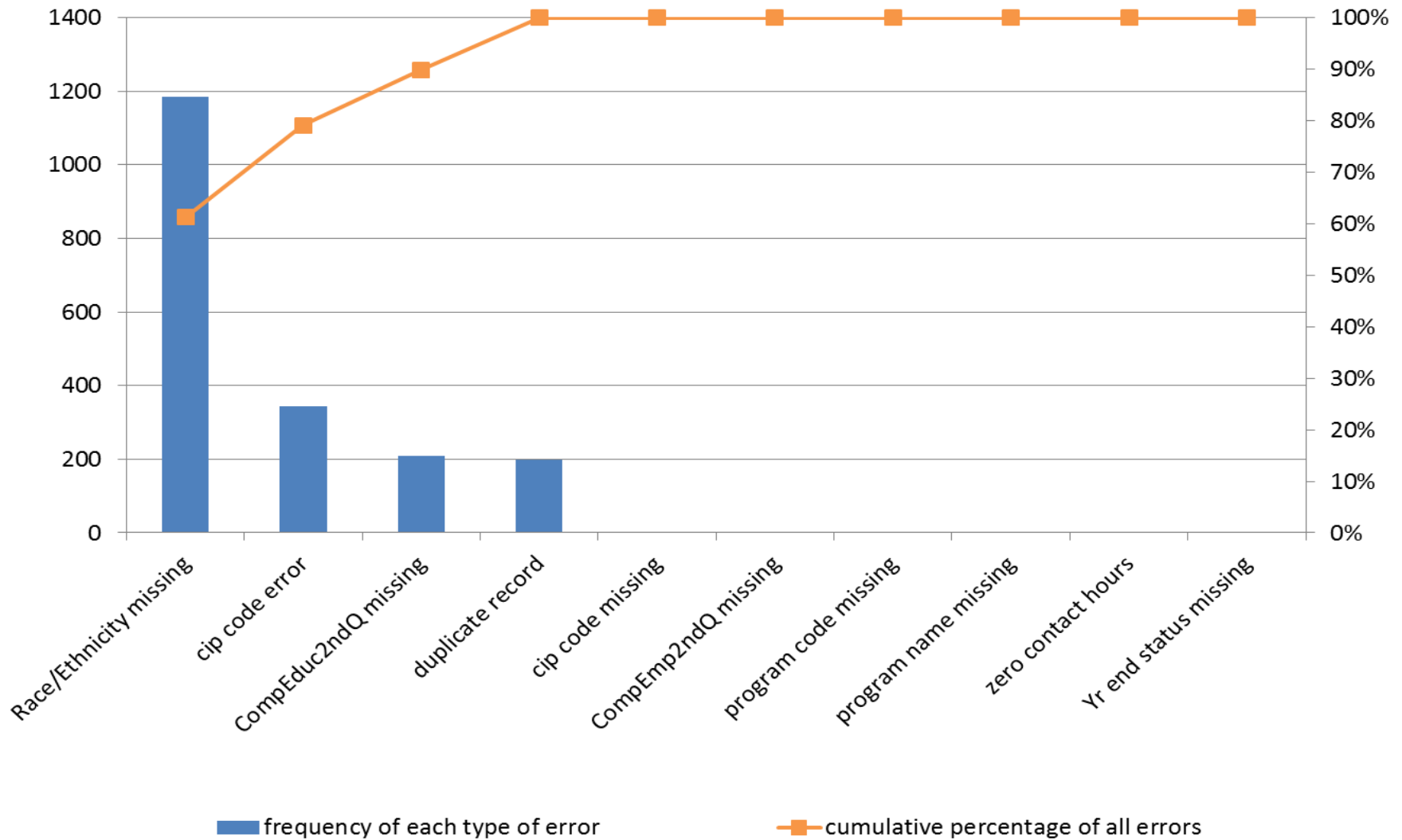
CTEA 1 - 5P2 - Non-traditional Completion



2014-15 CTEA 1 - Reporting Errors



2014-15 CTEA 2 - Reporting Errors



Next Steps for NYSED

- Complete updating the CTEA 1 and CTEA 2 instructions for the next collection year
- Webinar to be scheduled for July to discuss all changes



Web Pages

- CTEA shell/templates
 - <http://www.highered.nysed.gov/oris/forms/home.html>
- HEDSLIVE login
 - <https://my.ny.gov/sreg/Login>
- CIP Codes – most current listing
 - <http://www.napequity.org/nontraditional-occupations-crosswalk/>
- NYSED IRP Codes
 - <http://www.nysed.gov/heds/IRPSL1.html>





New York State
EDUCATION DEPARTMENT

Knowledge > Skill > Opportunity

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