Entering Local CTE Graduation Pathways into EDS Tutorial

May 2020
Local CTE Graduation Pathway – Graduation Alternatives Application (EDS)

• Used to either submit locally approved pathways for consideration and approval; and/or to adopt previously approved pathways for local use.

• Requires approval of CTE Director and District Assessment Coordinator or Designee.
  • CTE Directors must contact their District Data Security Manager (DDSM) for **CTE Director access for the Graduation Alternatives application**.

• Pathway must be entered individually if multiple schools are indicated by the district.
  • The course information entered is tied to CEDARS Course Catalog and is not necessarily the same across all schools in a district.
Adding a Local CTE Pathway

• Once the district and high school is indicated, the system ties the course information to the current high school’s CEDARS Course Catalog.

• If multiple schools were indicated for a pathway, each school must be entered separately.
Choose a CIP (tied to CEDARS HS course catalog)
Select a course

- Each course needs to be entered separately
  - Year-long courses that incorporate multiple (semester/quarter/trimester) courses - each course should be entered separately with the credit totaling 1.0.
Add course information

<table>
<thead>
<tr>
<th>High School:</th>
<th>Central Kitsap High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIP Code:</td>
<td>110201 - Computer Programming</td>
</tr>
<tr>
<td>Course Title:</td>
<td>Computer Programming(VO0500)</td>
</tr>
<tr>
<td>Number of Credits:</td>
<td></td>
</tr>
<tr>
<td>Industry Recognized Credential:</td>
<td></td>
</tr>
<tr>
<td>Program Area:</td>
<td>--Select--</td>
</tr>
<tr>
<td>Dual Credit:</td>
<td>--Select--</td>
</tr>
</tbody>
</table>

- Each course must have indicated
  - Program Area
  - Number of Credits
  - Dual Credit – Not Applicable, CTE Dual Credit, AP/IB/Cambridge or College in the High School
  - Industry Recognized Credential - indicate N/A if no IRC or Dual Credit
- Click “Add” when done
### Occupational Alignment

Enter specific occupational outcomes (job and career titles) that align with submitted course sequence that justify initial approval.

- **YES**: “This pathway sequence aligns with careers such as construction foreman, construction project manager, and frontline supervisors”
- **NO**: “Required because it’s in different program areas, so we are submitting for student access”
- **NO**: “Cross pathway route for alternative to graduation”
- **NO**: “Students enjoy taking these courses”
- **NO**: “It matches the local college program”
- **NO**: “This is in high demand”
Advisory Committee Contact Information

- This section only appears if Advisory Committee is selected.
- Enter all information and “Add” for additional members.
- Click “Save” to keep working or “Begin Signature Process” to alert DAC for signature and submit to OSPI.
• Delete button is available if pathway has **not** been submitted to OSPI.
• Note – The CTE Pathway ID and the numerical order indicated on the posted Approved Local CTE Graduation Pathways PDF are not the same.
View approved pathways, list is available to download.
If a district wants to use an approved pathway, they must “Add Pathway” and indicate Use Approved State Local CTE Graduation Pathway.
Common Issues/Errors

• As we attempted to submit these on behalf of the districts, we encountered the following errors:
  • CIP indicated in application does not show in drop down list/currently exist in high school’s CEDARS Course Catalog
    • Check with DAC and district CEDARS administrator to add information in upcoming CEDARS submission.
  • CIP course title indicated does not match what was listed on application form.
  • Courses listed within CIP course does not match what was listed on form.
  • Multiple courses listed, districts need to enter courses that equal total credit on form.
    • What was listed on application does not match the system.

• Students must earn credit in all of the courses indicated in approved pathway to “meet” Local CTE graduation pathway requirement.
REMINDER

• To submit a new local pathway or adopt an OSPI approved pathways
  • Enter into the Graduation Alternatives application in EDS.
  • No more paper application submissions!
Contact Information

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