Set Student CTE Indicators

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Registration > Utilities > Set Student CTE Indicators

This utility assigns CTE code 1 (i.e., *enrolled*) to all students in grade levels 6-12 who are taking at least one CTE course (i.e., the C022 service ID type is VOED). This utility can be run for fall or summer PEIMS.

NOTE: Students with CTE code 2 (i.e., participant in a coherent sequence of courses) are *not* reset to 1. This utility does not change codes for these students.

Update data:

Campus	Select the campus for which to set student CTE indicators.

Select one:

Set CTE Indicators for Fall PEIMS	Select to set CTE Indicators for fall PEIMS.	
	As-of Date (MMDDYYYY)	The PEIMS as-of date is displayed by default. Type a different as-of date if necessary. The CTE code will be set to *1* for all students enrolled in a CTE course on this date.
Set CTE Indicators for Summer PEIMS	Select to set CTE Indicators for summer PEIMS. The as-of date is the date you run the utility. The CTE code is set to *1* for students who completed a CTE course (or are expected to) during the school year. For one-semester courses, the student must have a semester average or currently be enrolled in the course. For two-semester courses, the student must have an average for the first and second semester, or currently be enrolled in the course and have a first semester average (okay to have a blank second semester average). For four-semester courses, the student must have an average for the first, second, third, and fourth-semester, or currently be enrolled in the course and have a first, second, and third-semester average (okay to have a blank fourth semester average).	

Click **Execute**.

Preview Errors	Click to view the list of students with updated codes. **Review the report using the following buttons**: Click [First] to go to the first page of the report. Click ◀ to go back one page. Click ▶ to go forward one page. Click [Last] to go to the last page of the report. **The report can be viewed and saved in various file formats**. Click [PDF icon] to save and print the report in PDF format. Click [CSV icon] to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included. Click [X icon] to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

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