

CTE - Career and Technical Education Status Extract - FRD

July
2025

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Version Control

Version	Date	SIS Case Number	SF Case Number	Author (s)	Brief Description of Change
1.0	05 /2024			Collette	Original Document

2.0	07 /2025	SIS-186437, SIS-188727, SIS-188742, SIS-189429, SIS-190217, SIS-188081, SIS-189430	1761854, 179320, 1800242, 1780427, 1821216, 1791719, 1809134	Beth	<ul style="list-style-type: none"> • The Pathway Credits Required field reports the number of credits required for the student's assigned Academic Program. This only reports when the Include Pathway Details checkbox is marked on the Extract Editor. When the Program Name is CTE Participant 1237, this field reports blank. • Youth with Parents in Active Military* reports whether the student has been identified as having parents in the active military. A value of Y reports when: <ul style="list-style-type: none"> ◦ The Military Status field on Impact Aid Employment is Active Duty OR Active Guard & Reserves; ◦ AND Relationship Type is Guardian, Father, Mother, Step Father, or Step Mother; ◦ AND Impact Aid Employment Start Date is on or before the effective date of the report; ◦ AND the Impact Aid Employment End Date is on or after the effective date of the report. • Report Logic now requires the Enrollment Start Date to be before the effective date of the report AND the Enrollment End Date to be blank or before the effective date. • The School Year field reports the School Year in which the student achieved Concentrator status in their assigned Academic Program. This reports when the Student Status is Concentrator and the End Date of the program is populated. The Calendar Year range (20XX-20XX) reports that includes the program end date. • Only primary enrollments are included in the report. Enrollments with a local Start Status of X1: Cross-Enrollment are excluded. • Updated logic for Course(s) In Progress • Added a new column to the extract to display completed courses with a pathway level NOT equal to 'Foundational Prerequisite Course', 'Prerequisite Course', OR 'Concentrator'
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Summary

North Carolina CTE information is collected in a report that collects data on Concentrators, Potential Concentrators, OCS/ECS exclusions, Pathway course sequences, and Major Level courses. Information is broken down by Subgroups for Concentrators in order to include demographic data.

The data format produced by Campus (CSV or HTML) will be provided to users for further analysis and use. This data extract will assist end users in detecting data issues prior to sending their data to the state.

Due Dates

Annual reporting in July.

Scope and Purpose

The data collected allows users to detect data issues prior to sending their data to the state.

Functional Requirements

Reporting Population and Business Rules

FR #	Requirement
1	The report can be run against a district's active year as well as any prior year.
1.1	Report date range runs from 7/1/YYYY through 6/30/YYYY with 6/30/YYYY being the Effective Date.
2	The report can be run in District Editions.
3	The report will be generated in CSV or HTML format.
4	The report will be produced with a custom name.
4.1	The file name will be produced in the following format: NC_ReportName.csv
5	The report will generate a Status report based on criteria chosen on Extract Editor
5.1	Include Primary enrollments only; exclude enrollments with a Local Start Status of 'X1: Cross-Enrollment'
5.2	Enrollment.startDate is BEFORE Effective Date AND (Enrollment.endDate is NULL OR Enrollment.endDate is NOT AFTER Effective Date)
5.3	Calendars and Grade Levels marked as 'exclude' within Infinite Campus are still included in this report.
5.4	Enrollments marked as 'exclude' within Infinite Campus are still included in this report.
5.5	Exclude all enrollments marked as no shows.
5.6	Exclude all calendars marked as summer school.
5.7	Report all program records for student (for all years, not just calendar chosen).
5.8	Report 1 record per Program (even if it crosses multiple years).
5.9	Only display Academic Program Information corresponding to Program.programType = CTE

6	OCS/ECS Students are excluded from reporting unless checkbox is marked on Extract Editor
7	Subgroup (Demographic) data is excluded unless checkbox is marked on Extract Editor
8	Pathway (course) data is excluded unless checkbox is marked on Extract Editor.
9	Sort by Student Number, District Number, School Number

Extract Editor Requirements

Reporting > NC State Reporting > NC CTE Extract

<Include mock-up here>

#	Editor Options	Field Type	Requirement
Instructions			
1	N/A	N/A	'These reports will pull all CTE data that needs to be sent to NCDPI.'
Setup			
2	Search Calendars	Calendar Selector	This allows the user to narrow calendar results based on input text.
3	Show Active Year Only	On-Off Toggle	When toggled 'ON', only active year calendars will display.
5	Expand All	Button	Once selected, all calendars will display based on selection criteria.
6	Collapse All	Button	Once selected, all calendars will collapse to the School Year level.
7	>	Tree Structure	
8	YY - YY	Checkbox	This will show the school year selected from the 'Select a School Year' drop-list
9	List of Calendars	Checkbox options	Any calendar that exists within the selected school year will display in alpha order.
Report Options			
10	CTE Status	Drop-list	Selecting this option will generate the report with student's that have a CTE Status EQUAL to the one selected.
11	Select one or more Grade Levels	Multi-select	Selecting this option will generate the report with student's that are at a Grade Level EQUAL to the one selected.

12	Include OCS/ECS Students	Checkbox	Selecting this option will generate the report including students that meet the OCS/ECS criteria.
13	Include Pathway Details	Checkbox	Selecting this option will generate the report including details into the courses the student has taken that aligns with their assigned Academic Program.
14	Include Subgroup Categories	Checkbox	Selecting this option will generating the report to include additional demographic information.
15	Effective Date	Date-picker	Default date of 6/30 of the current school year.
16	Ad Hoc Filter	Drop-list	The user can narrow the report output to a selected population via a pre-existing Ad Hoc filter.
Output Options			
17	Report Processing - Generate Now	Radio Button	Selecting this option will generate the report extract immediately.
18	Report Processing - Submit to Batch Queue	Radio Button	Selecting this option will submit the report to the batch queue to be run on the date and time indicated by the user.
19	Format Type - HTML	Radio Button	Report output format will be via an HTML table in a new browser window.
20	Format Type - CSV	Radio Button	Report output format will be a CSV file.
21	Queue Options - High Priority	Checkbox	This option is only available when the user selects Report Processing - Submit to Batch Queue.
22	Queue Options - Keep Until I Delete	Checkbox	This option is only available when the user selects Report Processing - Submit to Batch Queue.
23	Queue Start Date and Time	Date and Time picker	This option is only available when the user selects Report Processing - Submit to Batch Queue.
Batch Queue Results			
24	Start Date	Date picker	When a date is selected, the Queued Reports Table will display a list of queued reports with a queued time beginning on or after the indicated date.
25	End Date	Date picker	When a date is selected, the Queued Reports Table will display a list of queued reports with a queued time ending on or before the indicated date.

26	Queued Reports Table	Display Table	This table displays any CTE Status report that was indicated to be submitted via the Batch Queue.
27	Refresh	Button	When selected, the Queued Reports Table refreshes the displayed results.
Action Bar			
28	Generate	Button	When selected, an CTE Status report extract will generate based on the user provided inputs.

Report Data Elements

DE #	Data Element	Business Requirement <i>Business Rules</i>	Data Source GUI Path	Database Field	Format
1	Student Number	Reports the local student number for the student. <i>Report the student's Person.studentNumber.</i>	Census > People > Demographics > Local Student Number	Person.studentNumber	Numeric
2	Last Name	Report the student's Last Name as of the time of generating the report extract. <i>Report Identity.lastName from the student's current identity.</i>	Census > People > Demographics > Last Name	Identity.lastName	Alpha Characters
3	First Name	Report the student's First Name as of the time of generating the report extract. <i>Report Identity.firstName from the student's current identity.</i>	Census > People > Demographics > First Name	Identity.firstName	Alpha Characters

4	Grade	<p>Report the grade level of the student's primary enrollment.</p> <hr/> <p><i>WHEN Enrollment.type = Primary</i></p> <p><i>AND the student's enrollment occurs during the Reporting Period</i></p> <p><i>THEN</i></p> <p><i>Report Enrollment.grade</i></p>	Student Information > General > Enrollments > Grade	Enrollment.grade	Alphanumeric
5	Sex	<p>Report the student's sex as of the time of generating the extract report.</p> <hr/> <p><i>Report the attribute code of Identity.gender from the student's current identity.</i></p>	Census > People > Demographics	Identity.gender	Alpha Characters
6	Race /Ethnicity	<p>Report the student's Race/Ethnicity as of the time of generating the extract report.</p> <hr/> <p><i>Report the attribute code of Identity.raceEthnicity from the student's current identity.</i></p>	Census > People > Demographics	Identity.raceEthnicity	Alpha Characters

7	Career Pathway	<p>Report the Career Pathway of the student's Academic Program.</p> <hr/> <p><i>Report Program.name of the student's assigned Academic Program.</i></p>	<p>Student Information > Academic Planning > Programs > Academic Program Detail > Program Name</p>	Program.name	Alpha Characters
8	Career Cluster	<p>Report the Career Cluster of the student's Academic Program.</p> <hr/> <p><i>Report Program.cluster of the student's assigned Academic Program.</i></p>	<p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Details</p>	Program.cluster	Alpha Characters
9	CTE Status	<p>Report whether the student is a Participant, Potential Concentrator, or Concentrator in their Academic Program.</p> <hr/> <p><i>Reference the Logic section.</i></p>	<p>Student Information > Academic Planning > Programs > Academic Program Detail> Student Status</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Compound Requirements/Logical Expression</p>	ProgramParticipation.studentStatus	Alpha Characters

10	Override	<p>Report whether the student was granted an override to participate in the Academic Program.</p> <hr/> <p><i>Report ProgramParticipation. cteConcentratorOverride of the student's assigned Academic Program.</i></p>	<p>Student Information > Academic Planning > Programs > Academic Program Detail > CTE Concentrator Override</p>	<p>ProgramParticipation. cteConcentratorOverride</p>	Y/N
11	Course(s) in Progress	<p>Report the student's In-progress courses associated with their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p> <hr/> <p><i>Reference the Logic section.</i></p>	<p>Student Information > General > Schedule</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria</p>	<p>Roster.startDate</p> <p>Roster.endDate</p> <p>Section.courseID</p> <p>Course.stateCode</p> <p>CourseRequirement. courseNumberString</p> <p>Course_Calendar. startDate</p>	Alphanumeric

12	Foundational Prerequisite Course	<p>Report the courses that a student has received credit for that are considered Foundational Prerequisite Courses in their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p> <hr/> <p><i>Report TranscriptCourse.stateCode that is associated with a student's assigned Academic Program,</i></p> <p><i>WHEN TranscriptCredit.creditsEarned is MORE THAN 0</i></p> <p><i>AND TranscriptCourse.stateCode has a CourseRequirement.pathwayLevel EQUAL TO 'Foundational Prerequisite'</i></p> <p><i>AND the earned credit is from a credit group of 'HS'</i></p> <p><i>ELSE Leave blank</i></p>	<p>Student Information > General > Transcript</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Pathway Level</p>	<p>TranscriptCourse.stateCode</p> <p>TranscriptCredit.creditsEarned</p> <p>CourseRequirement.pathwayLevel</p>	Alphanumeric
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13	Prerequisite Course	<p>Report the courses that a student has received credit for that are considered Prerequisite Courses in their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p> <hr/> <p><i>Report TranscriptCourse.stateCode that is associated with a student's assigned Academic Program,</i></p> <p><i>WHEN TranscriptCredit.creditsEarned is MORE THAN 0</i></p> <p><i>AND TranscriptCourse.stateCode has a CourseRequirement.pathwayLevel EQUAL TO 'Prerequisite'</i></p> <p><i>AND the earned credit is from a credit group of 'HS'</i></p> <p><i>ELSE Leave blank</i></p>	<p>Student Information > General > Transcript</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Pathway Level</p>	<p>TranscriptCourse.stateCode</p> <p>TranscriptCredit.creditsEarned</p> <p>CourseRequirement.pathwayLevel</p>	Alphanumeric
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14	Concentrator Course	<p>Report the courses that a student has received credit for that are considered Concentrator Courses in their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p> <hr/> <p><i>Report TranscriptCourse.stateCode that is associated with a student's assigned Academic Program,</i></p> <p><i>WHEN TranscriptCredit.creditsEarned is MORE THAN 0</i></p> <p><i>AND TranscriptCourse.stateCode has a CourseRequirement.pathwayLevel EQUAL TO 'Concentrator'</i></p> <p><i>AND the earned credit is from a credit group of 'HS'</i></p> <p><i>ELSE Leave blank</i></p>	<p>Student Information > General > Transcript</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Pathway Level</p>	<p>TranscriptCourse.stateCode</p> <p>TranscriptCredit.creditsEarned</p> <p>CourseRequirement.pathwayLevel</p>	Alphanumeric
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15	Other Course	<p>Report the courses that a student has received credit for that are NOT considered Foundational Prerequisite, Prerequisite, or Concentrator Courses in their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p> <hr/> <p><i>Report TranscriptCourse.stateCode that is associated with a student's assigned Academic Program,</i></p> <p><i>WHEN TranscriptCredit.creditsEarned is MORE THAN 0</i></p> <p><i>AND TranscriptCourse.stateCode has a CourseRequirement.pathwayLevel NOT EQUAL TO 'Foundational Prerequisite' OR 'Prerequisite' OR 'Concentrator'</i></p> <p><i>AND the earned credit is from a credit group of 'HS'</i></p> <p><i>ELSE Leave blank</i></p>	<p>Student Information > General > Transcript</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Pathway Level</p>	<p>TranscriptCourse.stateCode</p> <p>TranscriptCredit.creditsEarned</p> <p>CourseRequirement.pathwayLevel</p>	Alphanumeric
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16	Pathway Credits Required	<p>Report the number of credits required for the student's assigned Academic Program.</p> <p>Only report when 'Include Pathway Details' is marked on the extract editor.</p> <hr/> <p><i>IF Program.name EQUALS 'CTE Participant 1237'</i></p> <p><i>THEN Report as Blank</i></p> <p><i>ELSE Report the SUM of CourseRequirements.credits</i></p>	Student Information > Program Administration > Academic and Graduation Programs > Program Criteria > Course Requirement > Minimum Credits	CourseRequirement.credits	Calculated
17	Individuals with Disabilities	<p>Report whether the student is an individual with a disability.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF SpecialEdState.primaryDisability is NOT NULL</i></p> <p><i>ELSE, Report N</i></p>	Student Information > Special Ed > Exceptional Children (EC) Data Screen > Primary Disability	SpecialEdState.primaryDisability	Y/N

18	Individuals Preparing for Non-Traditional Fields	<p>Report whether the student is an individual preparing for non-traditional fields.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF ProgramParticipation.nonTraditional is checked</i></p> <p><i>ELSE, Report N</i></p>	Student Information > Academic Planning > Programs > Academic Program Detail > Non-Traditional Participation	ProgramParticipation.nonTraditional	Y/N
19	Single Parents	<p>Report whether the student is a single parent.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF PrenantAndParenting.programStatus EQUALS 01: Single Parent</i></p> <p><i>AND (PregnantAndParenting.startDate is BEFORE OR ON Effective Date)</i></p> <p><i>AND (PregnantAndParenting.endDate is NULL OR AFTER Effective Date)</i></p> <p><i>ELSE, Report N</i></p>	Student Information > State Programs > Pregnant and Parenting	<p>PregnantAndParenting.programStatus</p> <p><i>PregnantAndParenting.startDate</i></p> <p>PregnantAndParenting.endDate</p>	Y/N

20	English Learners	<p>Report whether the student is an English Language Learner.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF LEP.programStatus EQUALS 'EL'</i></p> <p><i>AND (LEP.identifiedDate is BEFORE OR ON Effective Date)</i></p> <p><i>AND (LEP.exitDate is NULL OR AFTER Effective Date)</i></p> <p><i>ELSE, Report N</i></p>	<p>Student Information > English Learners > English Learners (EL) > Active EL Record</p>	<p>LEP.programStatus</p> <p>LEP.identifiedDate</p> <p>LEP.exitDate</p>	Y/N
21	Homeless Individuals	<p>Report whether the student has been identified as homeless.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF (Homeless.startDate is BEFORE OR ON Effective Date)</i></p> <p><i>AND (Homeless.endDate is NULL OR AFTER Effective Date)</i></p> <p><i>ELSE, Report N</i></p>	<p>Student Information > Program Participation > Homeless</p>	<p>Homeless.startDate</p> <p>Homeless.endDate</p>	Y/N

22	Migrant Students	<p>Report whether the student has been identified as migrant.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF Migrant.porgramStatus EQUALS '01: Active'</i></p> <p><i>AND (Migrant.lastQualifyingArrivalDate is BEFORE OR ON Effective Date)</i></p> <p><i>AND Migrant.lastQualifyingMove Date is AFTER Effective Date</i></p> <p><i>ELSE, Report N</i></p>	<p>Student Information > Program Participation > Migrant</p>	<p>Migrant.programStatus</p> <p>Migrant. lastQualifyingArrivalDate</p> <p>Migrant. lastQualifyingMoveDate</p>	Y/N
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23	Youth with Parents In Active Military	<p>Report whether the student has been identified as having parents in Active Military.</p> <hr/> <p><i>Report Y,</i></p> <p><i>IF (ImpactAidEmployment.militaryStatus EQUALS 'Active Duty' OR 'Active Guard & Reserves')</i></p> <p><i>AND (RelationshipType.name EQUALS 'Guardian' OR 'Father' OR 'Mother' OR 'Stepfather' OR 'Stepmother')</i></p> <p><i>AND (ImpactAidEmployment.startDate is BEFORE OR ON Effective Date)</i></p> <p><i>AND (ImpactAidEmployment.endDate is NULL OR ON OR AFTER Effective Date)</i></p> <p><i>ELSE, Report N</i></p>	Census > People > Military Connections	<p>ImpactAidEmployment.militaryStatus</p> <p>ImpactAidEmployment.startDate</p> <p>ImpactAidEmployment.endDate</p> <p>dbo.RelationshipType.name</p>	Y/N
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24	OCS/ECS Flag	<p>Report whether the student is participating in OCS/ECS.</p> <p>Only report if 'Include OCS/ECS Students' is checked on Extract Editor.</p> <hr/> <p><i>Report 'O',</i></p> <p><i>IF SpecialEdState.ecreferral EQUALS 'Occupational Course of Study'</i></p> <p><i>Report 'E',</i></p> <p><i>IF SpecialEdState.ecreferral EQUALS 'Extended Content Standards'</i></p> <p><i>ELSE, Report Blank</i></p>	<p>Student Information > Special Ed > Exceptional Children (EC) Data Screen > EC Designated Course of Study</p>	<p>SpecialEdState.ecReferral = 'Occupational Course of Study'; 'Extended Content Standards'</p>	O/E
25	School Year	<p>Report the School Year that the student achieved Concentrator status in their assigned Academic Program.</p> <hr/> <p><i>IF ProgramParticipation.studentStatus EQUALS 'Concentrator'</i></p> <p><i>AND ProgramParticipation.endDate is NOT NULL</i></p> <p><i>Report the Calendar Year range that includes ProgramParticipation.endDate</i></p> <p><i>ELSE, Report Blank</i></p>	<p>Student Information > Academic Planning > Programs > Academic Program Detail > Student Status and End Date</p>	<p>ProgramParticipation.studentStatus</p> <p>ProgramParticipation.endDate</p>	YYYY-YYYY

26	School Number	<p>Report the School Number associated with the student's Primary enrollment.</p> <hr/> <p><i>Report School.number of the student's Primary enrollment that occurs during the selected Calendar Year.</i></p>	School & District Settings > School Information > School Detail > State School Number	School.number	Numeric
27	District number	<p>Report the District Number associated with the student's Primary enrollment.</p> <hr/> <p><i>Report District.number of the student's Primary enrollment that occurs during the selected Calendar Year.</i></p>	School & District Settings > District Information > District Detail > State District Number	District.number	Numeric
28	Enrollment End Status	<p>Report the student's enrollment local end status for their enrollment that occurs during the reporting period.</p> <hr/> <p><i>Report the attribute code of Enrollment.localEndStatus</i></p> <p><i>IF Enrollment.localEndStatus is NULL</i></p> <p><i>Report Leave Blank</i></p>	<p>Student Information > General > Enrollment > Local End Status</p> <p>AND</p> <p>Student Information > Program Administration > Academic and Graduation Programs > Academic > Program Criteria > Pathway Level</p>	Enrollment.localEndStatus	Alphanumeric

Calculations or Logic

DE #	Data Element	Business Requirement	Business Rule
9	CTE Status	Report whether the student is a Participant, Potential Concentrator, or Concentrator in their Academic Program.	<ol style="list-style-type: none"> 1. IF ProgramParticipation.studentStatus IS 'Participant' <ol style="list-style-type: none"> a. Check Compound requirements for the Academic Program the student is enrolled in <ol style="list-style-type: none"> i. IF the Academic Program has Foundational Prerequisite, Prerequisite, and Concentrator course requirements <ol style="list-style-type: none"> 1. THEN, IF 1 and 2 are complete, and student is rostered into 3 <ol style="list-style-type: none"> i. THEN CTE Status IS 'Potential Concentrator' ii. IF the Academic Program only has Prerequisite and Concentrator course requirements <ol style="list-style-type: none"> 1. THEN, IF 1 is complete and student is rostered into 2 <ol style="list-style-type: none"> i. THEN CTE Status IS 'Potential Concentrator' iii. ELSE, CTE Status IS 'Participant' 2. IF ProgramParticipation.studentStatus IS 'Concentrator' report as Concentrator

11	Course In Progress	<p>Report the student's In-progress courses associated with their assigned Academic Program.</p> <p>Display as a Comma Delimited list AND only report if 'Include Pathway Details' is checked on Extract Editor.</p>	<p>For all courses where Roster.startDate is BEFORE Effective Date OR Roster.startDate is NULL AND Course_Calendar.startDate is BEFORE Effective Date</p> <p>AND Course.stateCode is included in CourseRequirement.courseNumberString of the student's assigned Academic Program</p> <p>AND where Course.stateCode does NOT EQUAL TranscriptCourse.stateCode</p> <p>Report Course.stateCode</p> <p>WHEN Roster.endDate is NULL</p> <p>ELSE, Report Leave Blank</p>
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(ON HOLD - Not Developed) Data Validation Group: CTE Validation Suite

<https://wiki.infinitecampus.com/confluence/x/aB4DGw>

Data Validation Name	Business Rule
CTE No Progress Towards Pathway Report	This validation will display Academic Program records assigned to student's where no progress is being made. No progress being made is when a student has no 'In Progress Courses' and has not received credit towards 'Foundational Prerequisite,' 'Prerequisite,' 'Concentrator,' or 'Other' Courses.
CTE Cross Site Student Report	This validation will display Academic Program records assigned to student's that are considered Cross-Site Enrolled students. These Academic Program records will not show on the CTE Extract Report due to standard reporting logic. The intended purpose for this validation is to verify whether a student on this report should have an alternative Local Start Status in order to appear on the CTE Extract Report.

Customer Signature

Name

Name

Title

Title

Signature

Signature