

# Entering Local CTE Graduation Pathways into EDS Tutorial

May 2020



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**

# 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

New Local CTE Graduation Pathway  Use Approved State Local CTE Graduation 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)

CTE Pathway **--Select--**

030101 - Natural Resources/Conservation, General

091001 - Publishing

100202 - Video Production Technology/Technician

110201 - Computer Programming

110801 - WebPage/Digital/Multimedia and Information Design

118888 - Computer and Information Sciences and Support Services Cooperative Worksite Experience

120503 - Culinary Arts/Chefs Training

130101 - Careers In Education

138888 - Education Cooperative Worksite Experience

150405 - Industrial Robotics Technology/Technician

151302 - CAD/CADD Drafting and/or Design Technology

151305 - Electrical/Electronics Drafting CAD/CADD

**Submitted by:** [Redacted]

**School District:** [Redacted]

**Superintendent:** [Redacted]

**Date pathway:** [Redacted]

**Name of Pathway:** [Redacted]

Identify the sequence of courses (including the industry-recognized credential) for the course sequence.

**CIP Code:** **--Select--**

**Course Title:** **--Select--**

**Program Area:** **--Select--**

**Number of Credits:**

**Dual Credit:** **--Select--**

**Industry Recognized Credential:**

College Board Login | fiscal.wa.gov|State E...

School **▼**

... must identify access to dual credit component of the course, or the IRC that the

**Add Course**

# Select a course

**Name of Pathway:**

Identify the sequence of courses proposed locally as a CTE graduation pathway. Within the course sequence, the district must identify access to dual credit (including the institution the articulation agreement is with) and/or the industry recognized credential (IRC) that is a component of the course, or the IRC that the course sequence leads to. The sequence must result in 2 credits of CTE. Additional pathways may be submitted below. [Add Course](#)

**Add Course**

**High School:**

**CIP Code:**

**Course Title:**

**Number of Credits:**

**Industry Recognized Credential:**

**Program Area:**

**Dual Credit:**

**Occupational Alignment:**  **Occupational Alignment (Career title aligned to course sequence):**

- 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

**Add Course**

**High School:**

**CIP Code:**

**Course Title:**       **Program Area:**

**Number of Credits:**       **Dual Credit:**

**Industry Recognized Credential:**

- 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

**Occupational Alignment (identify the specific job/career title aligned to course sequence):**

- 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

## CTE Advisory Committee Members Involved in Review and Approval - Required for submissions approved by advisory committees

If approved by the advisory committee, please identify membership involved in the approval. Members should reflect representatives of business and labor that reflect the local industry and community, and reflect consultation with business, industry, labor, and agriculture. (RCW.28a.150.500). School district employees should not be reflected below.

	Name	Organization/Representation	Email
<input type="button" value="Add"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- 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.



# View/Edit/Delete

## Graduation Alternatives (CEDARS SY: 2019-2020)

### View/Edit/Delete Local CTE Graduation Pathways

All Districts

View	Edit	Delete	CTE Pathway Id	District Name	School Name	Pathway Name	Course	Course	Course	Course	Occupational Alignment	Status	Last Updated Date
<input type="button" value="View"/>	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>	1	Yelm School District	Yelm High School 12	Small Engines/Mechanics	CIP: 010205 ADVANCED SMALL ENGINES (AGR142) Program Area: Agricultural Sciences 0.50 credits	CIP: 470604 AUTO SERVICE (AUT536) Program Area: Skilled + Technical Sciences 0.50 credits	CIP: 470600 AUTOMOTIVE BASICS (AUT501) Program Area: Skilled + Technical Sciences 0.50 credits	CIP: 010205 SMALL ENGINES (AGR141) Program Area: Agricultural Sciences 0.50 credits	Automotive, Diesel, Marine and Heavy Equipment Mechanics	Approved	4/28/2020 9:07:16 AM

- 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.

# Approved Local CTE Graduation Pathways

Add Local CTE Graduation Pathway View/Edit/Delete Local CTE Graduation Pathways **Approved Local CTE Graduation Pathways**

Print Friendly  Logout >

## Graduation Alternatives (CEDARS SY: 2019-2020)

Office of Superintendent of Public Instruction

### Approved Local CTE Graduation Pathways

All Districts

[Download](#)

View	Edit	Delete	CTE Pathway Id	District Name	School Name	Pathway Name	Course	Course	Course	Course	Occupational Alignment	Status	Last Updated Date
<a href="#">View</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	1	Yelm School District	Yelm High School 12	Small Engines/Mechanics	CIP: 010205 ADVANCED SMALL ENGINES (AGR142) Program Area: Agricultural Sciences 0.50 credits	CIP: 470604 AUTO SERVICE (AUT536) Program Area: Skilled + Technical Sciences 0.50 credits	CIP: 470600 AUTOMOTIVE BASICS (AUT501) Program Area: Skilled + Technical Sciences 0.50 credits	CIP: 010205 SMALL ENGINES (AGR141) Program Area: Agricultural Sciences 0.50 credits	Automotive, Diesel, Marine and Heavy Equipment Mechanics	Approved	4/28/2020 9:07:16 AM

- 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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# Washington Office of Superintendent of Public Instruction

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