



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: March 18, 2026
To: Local Educational Agency Leads
Route To: Data Coordinators, Directors of Technology, NJSLEDS Points of Contact
From: Shashi Yellambhatla, Chief Information Officer
Office of Information Technology

Upcoming Opening of CTE and Course Roster Submissions in NJSLEDS

The New Jersey Statewide Longitudinal Education Data System (NJSLEDS) Career and Technical Education (CTE) and Student and Staff Course Roster practice submission window will open April 1, 2026, and close June 30, 2026.

The practice submission period allows districts to prepare for the End-of-Year (EOY) official submission window. During this time, districts can test submissions, validate workflows, identify and resolve errors, and become familiar with submission expectations and system behavior prior to official reporting.

CTE data supports program quality, student success, equity, and required state and federal reporting. It enables districts and the NJDOE to monitor outcomes, guide funding decisions, and make data-driven improvements to CTE programs and workforce alignment.

Course Roster data connects students to their teachers to establish instructional responsibility. It also monitors course participation to identify enrollment trends and highlight gaps in access to key courses. This information supports district planning related to staffing, curriculum development, and resource allocation.

The official EOY submission window will open July 2, 2026, and close August 3, 2026.

What Districts Can Expect

- **Submission Access:** Districts will not see the CTE or Student and Staff Course Roster submission options in the system until April 1, even if permission to submit this data has already been granted.
- **Data Readiness:** Because CTE and Course Roster submissions rely on student and staff management data, districts should review and update this data ahead of the practice period to proactively identify and resolve any issues.
- **Data Removal After Practice Period:** All data submitted during the practice period will be removed after June 30, 2026, and will not be carried over to the official submission window.
- **Optional Data Reuse:** Districts that are satisfied with their data at the conclusion of the practice period may download their files and re-upload them when the official submission window opens on July 2, 2026.

Resources and Support

- **User Resources:** Districts can access CTE and Course Roster submission handbooks, file templates, and other reference materials on the [NJSLEDS User Resources page](#). By selecting Career and Technical Education or Course Roster from the drop-down menu, districts will find submission-specific resources.
- **Training Opportunities:** Live webinars will be offered to support districts. Details and registration links are posted on the [NJSLEDS Trainings and Webinars page](#).
- **Help Desk Support:** Ongoing assistance will be available throughout both the practice and official submission periods.

The NJDOE thanks you for your continued partnership and commitment to accurate, high-quality data reporting in NJSLEDS.

Contact Information

For additional questions or inquiries, please contact the NJSLEDS team at NJSLEDS@doe.nj.gov.