

Career and Technical Education (CTE) Submission FAQs

This document answers frequently asked questions about the NJSLEDS Career and Technical Education submission. Use it with the [Career and Technical Education Handbook](#) and other [NJSLEDS User Resources](#). If your question isn't answered here, please contact the [NJSLEDS Help Desk](#).

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Frequently Asked Questions

1. If a student is enrolled in multiple CTE programs of study, which CIP code should be used?

Generally, the CIP code for the program of study in which the student has completed the most courses is what should be reported. If the student completed the same number of courses in each program of study, the district must choose one of the CIP codes at their discretion.

2. If my district offers CTE programs of study, which students should I report?

Students reported in the NJSLEDS CTE Submission should only include those enrolled in courses that are part of an NJDOE-approved CTE Program of Study, as listed in Section 3 of the district's CTE District Management Section (DMS) in the NJDOE Homeroom application.

Courses that every student in the district must take, such as Introduction to Careers, Computer Literacy, and Financial Literacy, are **not** approved to be included in the course sequence of an approved CTE program of study. Therefore, students enrolled in these courses must not be reported in the CTE submission.

3. Should students be included in the CTE Submission if they have completed an approved CTE program of study but have graduated early?

Yes, any student who has completed at least one course in an approved CTE program of study during the reporting year and has graduated early should be included in the CTE Submission.

4. Does an adult student attending a postsecondary program at a county vocational school district need to be reported to the CTE Submission?

All adult students attending a postsecondary program at a county vocational school district must be reported in the VEDS data collection.

5. Should students be included in the CTE Submission if they have completed an approved CTE program of study but have graduated early?

Yes, any student who has completed at least one course in an approved CTE program of study during the reporting year and has graduated early should be included in the CTE Submission.

6. Who reports a student to the CTE Submission if they are shared-time between a resident district and a county vocational school district?

In the case of shared-time students, the county vocational school district is responsible for reporting the students who are enrolled in the shared-time program. To allow the county vocational school district to report the student, the resident district should ensure that shared-time students are reported to Student Management per the [NJSLEDS Reporting Responsibilities document](#).

7. If 8th grade students attend a career and technical program, are they reported to the CTE Submission?

No. Only students in grades 9 through 12 should be reported in the CTE Submission.

8. Are the data elements for the CTE Submission the same as the data elements collected for the VEDS?

Refer to the [CTE Submission Student Data Handbook](#) for NJSLEDS data validation requirements. The VEDS data collections for the adult CTE programs at the county vocational schools and county colleges have different data elements.

9. If a student takes more than one course in the same school year related to the reported CIP Code, which of the course Subject Areas and Course Identifiers should be reported to the CTE Submission?

The Subject Area and Course Identifier for the higher-level course should be reported in this scenario.

10. For vocational schools, how should CTE Program Status be reported?

Students should be reported with a “PART” Program Status if they completed not less than one course in a career and technical education program of study of an eligible recipient. Students should be reported with a “CONC” Program Status if they have completed at least 2 courses in a single career and technical education program of study approved by the NJDOE Office of Career Readiness. Students should be reported with a “COMP” Program Status if they have completed all courses in the approved course sequence.

Revision History

Date	Version	Comment
March 2026	1.0	<ul style="list-style-type: none"><li data-bbox="488 197 1052 226">• Initial version published for NJSLEDS launch.