Vocational Education (Colorado)

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Classic View: *Student Information > General > Vocational Education*

Search Terms: Vocational Education

The Vocational Education tab captures the student's vocational education programs. Options here are specific to Colorado districts. Vocational Education student information is reported on the VE-135 File.

The tab is separated into two parts:

- **Vocational Education** - lists the schools in which the student receives services, the start and end date, the CIP code, and the course name.
- **Vocational Education Detail -** provides detailed information of the student's selected Vocational Education.

Vocational Education Editor

Districts can determine which fields are required for entry using the Attribute Dictionary (expand the TEDS attribute). When the fields are marked as Required in the dictionary, an entry must be made in order to save the record. If the Required checkbox is not marked, data does not need to be entered.

If the Required checkbox is not marked and data is not entered for those fields, results on the VE-135 Report are not be populated.

Vocational Education Editor

The following fields and options are available on the student's Vocational Education tool.

Field	Description
School	Indicates the school where the student receives CTE services.
Start Date	Lists the date of when the student began receiving CTE services. Dates are entered in *mmddyy* format or can be entered using the Calendar icon.
End date	Lists the date of when the student stopped receiving CTE services. Dates are entered in *mmddyy* format or can be entered using the Calendar icon.
Name	Name of the Vocational Education service the student is receiving.
Status	Indicates the status of the student's CTE program. | Code	Description
COM: Completer	Selection indicates the student completed all of the required credits.
CON: Concentrator	Selection indicates the student completed at least half of the required credits.
PAR: Participant	Indicates the student is participating in CTE course work.
NOS: No Status	Selection indicates the student completed less than half of the required credits.	
CIP Code	The 6-digit CIP Code of the student's CTE program.
Instructor	The first 3 characters of the instructor's last name. For example, John Smith is reported as "Smi."
VE Program ID	The 5-digit VE Program ID (also known as the fiscal code or VE-115).
MS CTE	When marked, the student reports on the VE-135 File.

Field	Description
WBL	Indicates the experiences the student has had during their CTE program. Choose as many experiences as applicable.

WBL Descriptions

Code	Name	Description
1	Apprenticeship	An employer-driven model and form of experiential learning that combines on-the-job learning as a paid employee with related classroom instruction in order to increase an apprentice's skill level and wages.
2	On-the-job Training	Structured learning conducted in the work setting under the direction of one or more of the employer's personnel. Training can be paid or unpaid, that is specifically linked to the content of a program of study and school credit.
3	Clinical Experience	One of the more critical experiences for healthcare science students is exposure to patients in a clinical setting. This type of experience will allow you to ensure that you enjoy working with patients and that you are well suited for a career in medicine. Field Experience for students in the Early Childhood Education, Teacher Cadet and Para-educator programs is an experience in which students are supervised by a clinical teacher in a student teaching experience for a minimum of 30 contact hours.
4	Credit-for-work Experience	Credit for Prior Learning (CPL) means credit for work experience, and Prior Learning Assessment (PLA), refers to the assessments required to approve the workplace learning for credit. CPL and PLA are distinctly different from transfer or applied credit, which recognizes and allows a student to apply relevant college course credit from a different school or earlier course work to a student's credential requirements. Credit for Work Experiences should align with the student's career aspiration.
5	Internship	An opportunity in real world environments for exposure to the requirements of a particular occupation or industry, the work environment and the behavioral expectations for success on the job. Such work experiences are not expected to provide formal training for occupational skills, although some skills may be learned. For more detail on this type of WBL refer to your specific program area requirements and quality indicators section of this document.

Code	Name	Description
6	Pre-apprenticeship	Pre-ApprenticeshipServices and programs, often including classroom instruction, designed to prepare individuals to enter and succeed in Registered Apprenticeship programs. These programs should have a documented partnership with at least one Registered Apprenticeship program sponsor and together, they expand the participant's career pathway opportunities with industry-based training coupled with classroom instruction.
7	School-based Enterprise Managed by Students	A school-based enterprise (SBE) is a simulated or actual business conducted within a school. It is designed to replicate a specific business or segment of an industry and assist students in acquiring work experience related to their chosen career cluster. The management and leadership of the business enterprise should be provided by student positions identified in the business.
8	Industry Sponsored Project	The objective of an industry-sponsored project is to create a unique, high-quality educational opportunity for students, where the educational content will enhance educational ojectives of the program and class to which it is assigned. Industry-Sponsored Projects in any CTE program should meet the following expectations to ensure a quality WBL experience for the student: • The education content of the project must enhance the educational objectives of the design program and the class to which it is assigned. • The project must be organized to provide interaction of students with industry personnel appropriate to the nature of the project, such as management, finance, engineering, medical technicians, technical specialist and designers. • Recommended student contact of 30 hours • Educator will assist the industry sponsor in developing the project that is an appropriate fit to educational goals. • Educator will collaborate with industry partners to develop a timeline and schedule for project and industry interaction. • Signed agreement between industry sponsor and educator to ensure understanding of responsibilities of mentor/student/educator.

Add a Vocational Education Record

1. Select the **Add Vocational Education** icon. A blank Vocational Editor appears.
2. Select the **School** from the dropdown list.

3. Enter the **Start Date** of the student being enrolled in Vocational Education programming.
4. Enter the **Name** of the program.
5. Enter a **Status.**
6. Enter the **CIP Code** of the program.
7. Enter the first three characters of the **Instructor's** name.
8. Enter the 5-digit **VE program ID.**
9. If this record is for a middle school student, mark the **MS CTE** checkbox.
10. Select the appropriate **WBL** options.
11. Click the **Save** icon when finished.

End a Vocational Education Record

1. Select the appropriate Vocational Education record to end.
2. Enter an **End Date.**
3. Change the **Status** to reflect the student's completion status.
4. Click the **Save** icon when finished.

Manage Documents

To view documents, click the **Documents** button on the action bar. Users with the appropriate tool rights may also complete the following tasks.

- Upload Documents
- Delete Documents
- Replace Documents
- Edit a Document Name or File Description
- Download Documents

Previous Versions

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