

## Evaluation for secondary CTE Specialist credential/endorsement

Name \_\_\_\_\_

Date \_\_\_\_\_

### Requirements for a Professional CTE authorization/endorsement:

To be issued a professional CTE credential applicants must meet the requirements below

**Section #1:** Completion of a bachelor's degree in CTE or in one of the CTE occupational areas or be a CTE credentialed instructor with five years of experience in a reimbursable CTE program or have five years of successful paid employment in job development / placement.

**Section #2:** 2,000 hours of verified occupational experience

2,000 hours of verified occupational experience in any occupational area and including work as a CTE instructor, CTE specialist, CTE counselor and/or CTE administrator within the past seven (7) years.	
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**Section #3:** CTE Coursework as assigned from the initial credential below.

**Section #4:** Valid secondary educator license in any endorsement area.

### Initial CTE Authorization (For applicants not meeting professional requirements)

Applicant must meet the requirements below to receive an Initial CTE Authorization in this area and is allowed three years to fulfill the professional authorization requirements:

1. Completion of a bachelor's degree in CTE or in one of the CTE occupational areas or be a CTE credentialed instructor with five years of experience in a reimbursable CTE program or have five years of successful paid employment in job development / placement.
2. 50% of verified occupational experience hours (refer to section #2 above)

Please be advised that the Initial CTE Authorization cannot be renewed. In order to move from an initial authorization to a professional authorization you will be assigned:

1. Four semester hours of CTE related coursework (see section #3 below),
2. Any additional occupational experience required to meet the 2,000 hour requirement,
3. Valid secondary educator license in any endorsement area.

The applicant has three years to meet these requirements and submit all documentation to CDE with a new application for a professional endorsement.

**Section #3:** Coursework to be assigned when initial CTE authorization is issued. Applicant has three years to complete the assigned coursework requirements. Coursework can be completed through approved courses only and must be documented on a college transcript. A list of approved courses can be found at: [http://www.coloradostateplan.com/cred\\_requirements.htm](http://www.coloradostateplan.com/cred_requirements.htm)

CTE related coursework (4 sh)	Semester hours
a) CTE philosophy, operation and management (2sh)	
b) Comprehensive career guidance/ASCA standards (2sh)	