CTE and PEIMS Reporting and Verification Reminders

Course Setup and Attendance

☐ Verify CTE course codes match the current year's TEA CourseCodes list.

☐ Confirm teachers are properly certified for all CTE courses offered.

☐ Ensure all CTE courses are coded correctly in the SIS
    ☐ Verify CourseCodes
    ☐ Verify Course Sequence Codes
    ☐ Verify Contact Hours (V1, V2, V3)
    ☐ Verify dual credit courses that are also CTE courses.

☐ Review and update Campus Master Schedule to ensure proper section coding for CTE
    ☐ Verify Population Served Coding (CTE -05)

District Data

    ☐ Verify Programs of Study Reported

Student Coding

☐ Review Student Schedules
    ☐ Review Daily Schedule Changes
    ☐ Review Six Weeks Schedule Changes
    ☐ Review Semester Schedule Changes

☐ Course Completions
    ☐ CourseAttemptResult
    ☐ Course Sequence Codes

☐ IBC's/PostSecondaryCertifications
    ☐ PostSecondaryCertificationLicensureResult
    ☐ IBCVendor/CE
    ☐ IBCExamFeeAmount
    ☐ IBCBackgroundCheckCost

CTE and PEIMS Reporting and Verification Reminders

Review Data on PEIMS Reports

Fall PEIMS Submission

- ☐ PDM1-116-007 Career and Technical Education Programs of Study
- ☐ PDM1-111-003 Class Size by Staff & Service ID (Optional)
- ☐ PDM1-120-021 Industry-Based Certification Roster
- ☐ PDM1-231-002 Percentage of Change from Prior Year: Student Demographics, Characteristics, & Programs

Summer PEIMS Submission

- ☐ PDM3-130-002 Superintendent's Report of Career and Technical Education Eligible Days
- ☐ PDM3-130-005 Comparison of Current and Prior Year Attendance
- ☐ PDM3-113-001 Student Class Schedule
- ☐ PDM3-404-002 Career and Technical Education Student Roster (Available After Submission)
- ☐ PDM3-120-019 Industry-Based Certification Roster
- ☐ PDM3-231-002 Percentage of Change from Prior Year: Student Demographics, Characteristics, & Programs

Extended Year PEIMS Submission

- ☐ PDM4-133-004 Student Course Completion Detail
- ☐ PDM4-404-002 Career and Technical Education Student Roster (Available After Submission)