



A full, year-specific timeline with all dates and deadlines can be found on the CTE Data & Accountability website: www.azed.gov/cte/data. The online version of the dates and deadlines document is updated if there are any changes to the deadlines posted on the document.

The CTE data reporting timeline roughly follows the school year with a few exceptions. The data reporting timeframe/cycle typically runs from October through June/July of the school year for which data is to be reported. Data reporting for CTE is by fiscal year which runs from July 1 through June 30 and is referred to by the year in which the fiscal year ends (example: fiscal year 2022 runs from July 1, 2021, to June 30, 2022).

Each element of CTE reporting has a general timeframe:

Contacts: Contact reporting will open at the beginning of the data reporting timeframe, generally in October of the school year for which data will be reported. Contacts may be modified at any point throughout the data reporting timeframe (for the remainder of the school year).

Coherent Sequence: Coherent sequence reporting will open at the beginning of the data reporting timeframe, generally in October of the school year for which data will be reported. The coherent sequence may be modified at any point throughout the data reporting timeframe (for the remainder of the school year).

Fall and Spring Enrollment: Both Fall and Spring enrollment reporting will be in the Fall term, generally around the middle of October of the school year for which data will be reported. Enrollment should be reported when credits are posted for students enrolled on the data capture dates (below), which may not be until the end of the term. Enrollment reporting will remain open until the first data cut-off date (check website calendar for the specific deadline), typically in the middle of June.

- Fall enrollment reports should be those students enrolled in CTE courses on October 15.
- Spring enrollment reports should be those students enrolled in CTE courses on February 15.

After the first data cut-off date, the enrollment reporting module will be closed for approximately 2 to 3 weeks while preliminary funding is calculated. It will then re-open for one month (check online calendar for specific date window, typically month of July, into early August) to allow for corrections to enrollment data based on preliminary funding amounts. After the corrections period has concluded, the enrollment reporting module will close again permanently (check online calendar for specific date) and final funding will be calculated and disseminated.

Industry Credentials: Industry credentials reporting will open alongside enrollment reporting (as enrollment must exist for a credential to be reported), generally around the middle of October of the school year for which data will be reported. Schools will also have the opportunity to report credentials for the prior school year (until June 30). Check the online calendar for specific dates. Credential reporting will continue past the end of the school year until June 30 of the following year.

Placement Survey: The Placement Survey will open in the Fall, typically towards the end of October of the school year for which enrollment data is reported. The Placement Survey lags one year behind all other data reports in the CTE Data Portal and is based on the prior year's concentrators that left secondary education. The Placement Survey will remain open until the first data cut-off date (check the online calendar for specific date) along with enrollment reporting, typically in the middle of June. After the first data cut-off date, the Placement Survey will be closed for approximately 2 to 3 weeks while preliminary funding is calculated. It will then re-open for one month (check online calendar for specific date window, typically month of July, into early August) to allow for corrections to Placement Survey data based on preliminary funding amounts. After the

corrections period has concluded, the Placement Survey reporting module will close again permanently (check online calendar for specific date) and final funding will be calculated and disseminated.

DEFINITIONS

School Year Academic Year	The period of the calendar year during which students attend an academic institution; typically runs from Fall of one year to the Spring/early Summer of the following year. School years are sometimes referred to by the year in which the school year begins (example: school year 2022 runs from Fall 2022 to Spring/early Summer 2023).
Fiscal Year	The period used by the state of Arizona for financial reporting that runs from July 1 of one calendar year to June 30 of the following calendar year. For CTE data reporting, the fiscal year is used to contain each school year's data as the fiscal year roughly aligns to the school year. A specific fiscal year for which data is currently being collected is referred to as the "reporting year".
Coherent Sequence	A series of courses within an approved CTE program that addresses the technical skills standards for the program.
Fall/Spring Enrollment	Refers to students enrolled in CTE courses that are reported to the Arizona Department of Education through the CTE Data Portal, the state's online CTE data collection system.
Industry Credentials	Industry-recognized credentials, certificates, or licenses that have gone through a robust vetting process and that have been validated by Arizona industry as acceptable for employment. Credentials must be approved by a related industry advisory committee, the Arizona CTE Quality Commission and Arizona State Board of Education before they are included in the Performance Measure. Arizona Revised Statute 15-391 requires all approved CTE programs must lead to industry certifications.
Placement Survey	A follow-up survey that is conducted on all concentrators that have left secondary education during the reporting year. Placement surveys are used in calculating a portion of grant funding and for federal grant performance measures.