

# CTE Authorizations and Work-Based Learning

## Who Can Teach Career and Technical Courses?

### 5-12 Teaching License:

Fully-licensed teachers may hold 5-12 career and technical endorsements in agriculture, family consumer sciences, industrial technology, 5-12 business or CTE information technology to teach career and technical courses.

### 5-12 Career and Technical Authorization:

Individuals with work experience outside of education may hold a career and technical authorization. Pedagogy coursework is completed during the three-year initial authorization. Options include:

1. 6,000 hours of recent and relevant experience;
2. 4,000 hours of recent and relevant experience if the applicant holds a baccalaureate degree;
3. 3,000 hours of recent and relevant experience if the applicant holds an associate's degree in the teaching endorsement area sought, if such a degree is considered terminal for that field of instruction;
4. Hold a baccalaureate or graduate degree or closely related degree in the teaching endorsement area sought; or
5. Hold a baccalaureate degree in any area of study if at least 18 of the credit hours were completed in the teaching endorsement area sought.
6. For a career and technical cluster endorsement, meet one of the above qualifications, and at least 2000 hours of recent and relevant experience or 9 semester hours each in two additional areas within the cluster endorsement. Combinations of experience and education may be approved by the executive director. Cluster areas include: Agriculture, Industrial Technology, Business, Family and Consumer Sciences, Health Sciences and Information Solutions.

### Community College Instructors:

BoEE licensure is not required if the high school course is offered for college credit.

## Who Can Serve as a Work-Based Learning Program Supervisor?

### 5-12 Teaching License and 5-12 Career and Technical Authorization:

Fully-licensed teachers with a 5-12 endorsement and CTE authorization holders may supervise work-based learning within their own endorsement area(s). For example, a business teacher may supervise students placed in a workplace to learn business operations.

### 5-12 Multioccupations Endorsement:

Fully-licensed teachers with a 5-12 endorsement and CTE authorization holders may complete the requirements for the multioccupations endorsement and supervise students in any workplace for work experience credit.

### Requirements:

Coursework in foundations of career and technical education and coordination of cooperative programs, and work experience which meets one of the following:

1. Four thousand hours of career and technical experience in two or more careers; or
2. Two hundred forty hours of work experience or externships in two or more careers and two or more years of teaching experience at the PK-12 level.

### Work-Based Learning Authorization:

Teachers, CTE authorization holders, other licensees, or employees of any area business may apply for a Work-Based Learning Program Authorization to supervise students in any workplace for work experience credit. Requirements: mandatory reporter for child and dependent adult abuse, background check, and online application and fee. During the term of the one year temporary authorization, complete a 15-contact hour online course in the basics of workplace supervision.