



# SCTERA FAQ

## General SCTERA

- Question: Do courses pre-populate in the system from year-to-year?
  - Answer: Not at this time.
- Question: What about classes that are repeated each semester? Will they have a different SCED code? Will this affect the amount of units for a program?
  - Answer: If multiple sections of the same COURSE are offered, these should have the same SCED code.
    - [Framework of SCED for Secondary Level Courses](#)
    - [SRI Course Coding](#)
- Question: Should I choose one course over another to include in a career cluster?
  - Answer: No, you should include every course taught in a program area in the pathway they belong to.
- Question: What if a course does not have enough other courses to create a program?
  - Answer: If the program is at 2 units, but not equal to 3 units, reach out to a Department of Education consultant for more information.
  - Answer: If the program is less than 2 units, the courses do not need to be tied to a program pathway. These will be reviewed by an Education Program Consultant.
- Question: Can a course be used as part of multiple programs?
  - Answer: A course can be shared only once between service areas (up to 1.0 shared unit per program pathway) but unlimited within one service area.

## Supplementary Weighting

- Question: How do I know if a class is eligible for supplementary weighting?
  - Answer: Concurrent enrollment courses within the CTE program may be eligible for supplemental weighting. Most concurrent enrollment courses qualify for supplementary weighted funds; however, internship courses with no lecture; clinic courses with no lecture; individualized instruction, independently-designed courses will not qualify for supplementary weighted funding. This list is not inclusive of all courses and questions regarding courses should be directed to **Senior Year Plus Consultant, Jen Rathje at [jennifer.rathje@iowa.gov](mailto:jennifer.rathje@iowa.gov) or 515-326-5389**. You can find additional information regarding supplementary weighted funding on the [Department's website](#).

- Question: If I choose a concurrent enrollment course as part of the three units I need for Offer and Teach, does that mean it cannot be counted for supplementary weighting?
  - Answer: If used to meet the 3.0 units of Offer and Teach, a course cannot be counted for supplemental weighting.
    - **Note:** An exception may be made **IF** the **school district is 600 students or less**. These school districts are eligible to select **ONE** CTE program for the offer and teach **AND** additional community college supplemental weighting **and** if the Community College courses in the CTE program have five (N=5) or more enrolled students (<https://www.legis.iowa.gov/docs/code/257.11.pdf>). SCTERA is programmed so that only school districts with 600 or fewer students will be able to see this function/feature on their program screen.
  
- Question: How do I make a decision to include a course for my 3 units? I want to receive as much supplementary weighting for my courses as I can.
  - Answer: Select the district courses first, followed by any courses shared between districts and, if necessary, choose concurrent enrollment courses with the lowest enrollment.
  
- Question: Can high school classes that are not concurrent enrollment courses receive supplementary weighting?
  - Answer: Only concurrent enrollment classes can be used for supplemental weighting.

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