

CTE Credential Application 2025

This accessible version of the CTE Credential Application is structured with clear headings and logical reading order to support assistive technologies.

Basic Information for Proposed Credential

1. Email (Required)

Response: _____

2. Contributor Name (Required)

Response: _____

3. Contributor Company and Title

Response: _____

4. Contributor Email

Response: _____

5. Contributor Phone Number

Response: _____

6. Proposed Credential Name (Exact)

Response: _____

7. Credential Vendor Contact Name

Response: _____

8. Credential Vendor Contact Physical Address

Response: _____

9. Credential Vendor Website/URL

Response: _____

10. Credential Vendor Contact Phone

Response: _____

11. Credential Vendor Contact Email

Response: _____

Cost of Proposed Credential

12. Cost of exam voucher/license/seat

Response: _____

13. Cost to train instructor (if applicable)

Response: _____

14. Length of validity of exam voucher/license/seat

Response: _____

15. Are volume discounts available? (Yes/No)

Response: _____

Viability of Proposed Credential

16. Is credential available for immediate use? (Yes/No)

Response: _____

17. Attainable by high school student? (Yes/No)

Response: _____

Alignment of Proposed Credential

18. NCDPI CTE course alignment (include course code/name)

Response: _____

19. Percentage of course content covered (minimum 80%)

Response: _____

20. Upload standards crosswalk (CredentialName_Crosswalk)

Response: _____

Industry Value of Proposed Credential

21. Lifespan of credential and renewal requirements

Response: _____

22. Most aligned CIP code (one only)

Response: _____

23. Aligned SOC codes (max three)

Response: _____

24. Does credential articulate for postsecondary credit? (Yes/No)

Response: _____

25. Evidence of employer demand (upload documentation)

Response: _____

26. Other states that have adopted this credential

Response: _____

27. Does credential contribute to industry credential progression?

Response: _____

28. Does credential validate transferable skills? (Yes/No)

Response: _____

Eligibility for Proposed Credential Exam

29. Requirements to sit for exam (age, ID, grade level)

Response: _____

30. Are multiple exams required? If yes, list them

Response: _____

31. Approximate content instruction hours required

Response: _____

32. Approximate lab instruction hours required

Response: _____

33. Is work experience required? (Yes/No)

Response: _____

Administration of Proposed Credential Exam

34. Exam delivery format (Computer-based, Paper-based, Performance-based)

Response: _____

35. Proctoring requirements

Response: _____

36. Length of exam (minutes/hours)

Response: _____

37. Multiple exam parts? If yes, list each and time allowed

Response: _____

38. Test site requirements

Response: _____

39. Testing environment requirements (cameras, software, etc.)

Response: _____

40. Passing requirements (score, time, etc.)

Response: _____

41. Retake policy

Response: _____

42. Instructor requirements/training requirements

Response: _____

Validation of Exam Results

43. Data sharing/MOU requirements

Response: _____

44. Acceptable validation artifacts (card, registry, certificate)

Response: _____

45. Sample valid artifact upload (CredentialName_Artifact)

Response: _____

46. Is district-level certification data access available?

Response: _____

Accessibility for Proposed Credential Exam

47. Available accommodations and request process

Response: _____

48. Availability of materials in languages other than English

Response: _____

Final Comments

49. Final comments/questions/concerns

Response: _____