Central Washington University

SUMMARY OF OCCUPATIONAL EXPERIENCE

NAME LAST	FIRST	DATE OF BIRTH	STUDENT ID NUMBER

This form helps outline your relevant work experience for each Vcode. It will also serve as a guide for the documentation you must submit to OSPI when you apply for your initial CTE certificate to verify 6000 hours of paid occupational experience in each specialty area. CWU does not require all hours to be completed at this time, but you must fill out this form regardless of your current hour total to confirm your understanding of certification requirements. Please refer to OSPI's CTE Certification webpage and the CIP Code Chart for more details about this requirement.

OSPI Webpage for CTE Certification - Requirements for Certification
CWU CIP Code Chart - Specific Work Experience Required for each Vcode/Specialty Area

Please clearly highlight all V-Codes and specialty areas in which you are seeking CTE certification.

AGRICULTURE			
V010101	Agribusiness	V010603	Floriculture
V010201	Agricultural Mechanics	V011001	Agriculture Food Science
V010300	Agricultural Production	V030101	Natural Resources
V010303	Aquaculture	V410301	Chemical Technology
V010601	Horticulture	V510808	Veterinarian Assistant

BUSINESS & MARKETING			
V091001	Publishing	V521206	Computer Applications & Related Programs
V520100	Business Management	V080102	Fashion Merchandising
V520300	Accounting and Related Programs	V090301	Entrepreneurship
V520403	Legal Administrative Services	V080706	General Sales Operations
V520404	Medical Administrative Services	V520902	Lodging Management
V520895	Banking Support Services	V521401	Marketing Management

WORK SITE LEARNING		CAREER CHOICES	
V600097	Worksite Learning (Must also hold a CTE Teaching Certificate)	V600092	Career Choices (Must also be certificated for Worksite Learning)

HEALTH			
V510700	Health Informatics Careers	V510601	Dental Assistant
V510710	Health Support Services Careers	V510709	Sports Medicine
V510800	Health Therapeutic Careers	V511614	Nursing Assistant
V510801	Medical Assistant	V512210	Global Health
V510805	Pharmacy Pre-Tech	V261202	Health Science Biotechnology
V510900	Health Diagnostic Careers	V512699	Home Care Aide
V260102	Biomedical Sciences	V512212	Behavioral Health

HUMAN SERVICES			
V120403	Cosmetology	V310510	Personal Care Services
V120410	Nail Tech Manicurist	V190708	Early Childhood Education and Services
V120505	Food Production and Services	V190901	Textiles and Apparel
V160103	Translation and Interpretation	V200206	Educational Para Pro
V190403	Consumer Services	V200212	Careers in Education
V190504	Food Science Dietetics and Nutrition	V200493	Culinary Arts
V190601	Housing, Interiors, and Furnishings	V310101	Hospitality, Recreation and Tourism
V190707	Family and Community Services	V510205	Sign Language Interpreter

SKILLS AND TECHNOLOGY SCIENCES			
V141000	STEM Technology	V470101	Electrical and Electronic Equipment Repair
V100100	Communication Technologies	V470110	Computer Technology
V143501	Engineering	V470201	Refrigeration/Air-Conditioning/Heating
V141801	Material Engineering	V470600	Automotive Technology
V150100	Manufacturing Technology	V470603	Auto Body Repair
V280300	JROTC	V470608	Aircraft Technician
V430100	Criminal Protective Services	V480101	Drafting
V430106	Forensic Technology	V480500	Precision Metal Worker
V430203	Fire Service	V490100	Aviation occupations
V460200	Construction Trades	V490300	Water Transportation/Worker
V460302	Electrician	V500400	Commercial Design/Applied Art
V500502	Stage Design Technician		

CTE vcodes for which you intend to apply:*

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*Business and Industry Route-Verify 6,000 hours of paid occupational experience in **each** subcategory specialty CTE field. Refer to OSPI's CTE Certification webpage and the CIP Code Chart for more details about this requirement.

Please provide a summary of your occupational experience related to each Vcode/specialty area you selected.

Include job titles, employers, dates of employment, and a brief description of your duties and responsibilities for each position.

Focus on experience that aligns specifically with requirements for the Vcode you are seeking.

You must complete this form even if you have not yet met the total required hours for certification. This helps CWU verify your understanding of the occupational experience requirement and track your progress toward certification.

TO BE COMPLETED BY APPLICANT

This form is an outline only. When you apply for certification with OSPI, you will need to provide official documentation (such as employment verification, business licenses, or proof of self-employment) as evidence of your work experience.

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____   VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____   VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____   VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____   VCODE: _____

TO BE COMPLETED BY APPLICANT

Verification of paid occupational experience in the specific career and technical education certificated field is required. OSPI will verify supporting documentation. Please do not send this information to the Office of CTE at CWU.

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____ VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____ VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____ VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____ VCODE: _____

Occupation _____

Dates of Employment _____ Total Number of Paid Hours _____

Duties _____

Employer _____ VCODE: _____

Total Number of Paid
Hours
for All Listed Employers _____