

CTE Business & Industry Route Program Requirements Checklist

Name: _____ ID#: _____ Start Date: _____

1. PRIOR WORK EXPERIENCE – One of the following:

- Summary of Occupational Experience Form
- Probationary CTE Certificate from OSPI

2. SUCCESSFUL CHARACTER AND FITNESS REVIEW – One of the following:

- OSPI Character and Fitness Supplement Form **AND** have current fingerprints on file at OSPI
- Any Current WA State Teaching Certificate from OSPI

3. BASIC SKILLS – One of the following:

- WEST-B scores
- Other: _____

4. SUCCESSFUL COMPLETION OF ALL OF THE FOLLOWING COURSES OR EQUIVALENCIES:

Block 1:

- CTE 310A: Teaching Methods
- CTE 310B: Occupational Analysis & Safety
- CTE 310C: Course Org & Curriculum Design
- CTE 492: Block 1 Practicum

Block 2:

- CTE 311A: Coordination Techniques of Cooperative Ed
- CTE 311B: History & Philosophy of CTE
- CTE 311C: Student & Professional Leadership
- CTE 311D: School Law & Issues Related to Abuse
- CTE 492: Block 2 Practicum

Final Folder Check:

- Student account paid in full (Date: _____ Initials: _____)
- Exit survey complete (Date: _____ Initials: _____)

Recommendation to OSPI-

- Applicant meets all requirements defined on this form (Date: _____ Initials: _____)
- File not complete –see checklist (Date: _____ Initials: _____)

Notes:

Office of Career & Technical Education