

**REQUEST TO DEVELOP AN
INNOVATIVE NEW CAREER/TECHNICAL EDUCATION COURSE**

School System: _____ **Date:** _____

School: _____

Career/Technical Education Program (pathway that will include course): _____

Title of Proposed Course: _____

Grade Level(s): _____ **Credit Hours:** _____ **Prerequisite(s)** _____

Proposed Date to Begin Offering Course: _____

Justification for Course:

Description of Course (including course outline):

Teacher: _____ **Type of Certification:** _____

Superintendent's Signature

To Be Completed By State Department of Education

Approval to begin process of developing course _____ Date: _____

Nancy Beggs, State Director

Disapproval to begin process of developing course _____ Date: _____

Nancy Beggs, State Director

Committee Appointed by Program's Education Administrator to Review Course Content:

Education Administrator: _____

Process Appointee: _____

Date Course Documentation Is Submitted to SDE for Approval: _____

Approval of Content: _____ Date: _____

Education Administrator

REQUEST TO DEVELOP AN INNOVATIVE NEW CAREER/TECHNICAL EDUCATION COURSE

The *Alabama Courses of Study: Career/Technical Education* committee was composed of career/technical education classroom teachers, local school educators appointed by the Alabama State Board of Education, as well as business and professional persons appointed by the Governor of Alabama. The goal of the *Alabama Courses of Study: Career/Technical Education* is to provide students access to a flexible system of rigorous school- and work-based curriculum and activities planned collaboratively by students, parents, educators, and employers. Alabama's Career/Technical Education curriculum keeps pace with the rapid changes of business and industry and provides for the implementation of new measures and methods of assessing and certifying what students know and are able to do. The courses of study identify required minimum content for instruction in career/technical education programs. This content is based on extensive research and successful practices. The curriculum is flexible, innovative, and student-centered, allowing for selection of career pathways that integrate academic and career/technical knowledge and skills directed to students' career interests.

Career/technical education curricula must be approved prior to being implemented at the local level. Following is the process for attaining new innovative career/technical education curricula not included in the existing framework of the approved *Alabama Courses of Study: Career/Technical Education*.

1. The *Request to Develop an Innovative New Career/Technical Education Course* should be completed and submitted to the State Director of Career/Technical Education.
2. After review of the *Request to Develop an Innovative New Career/Technical Education Course* by the State Director of Career/Technical Education, the superintendent will be notified of approval or denial for proceeding with the development of the innovative curriculum.
3. If approved, the local education agency (LEA) must submit for review a course description, topics, and content standards that meet the standardized criteria of rigor, length, and format for all courses of study.
4. The Education Administrator responsible for the career/technical education program for which the new course was written appoints a committee to review the course for content.
5. After the committee review, the local superintendent will be notified in writing of the approval or denial status of the new course.
6. Course documentation will be placed on file and made available to other LEAs.

**REQUEST TO DEVELOP AN
INNOVATIVE NEW CAREER/TECHNICAL EDUCATION PROGRAM
(Program Not Included in Existing Courses of Study)**

School System: _____ **Date:** _____

School: _____

Title of Proposed Innovative New Career/Technical Education Program: _____

Grade Level(s): _____ **Credit Hours:** _____ **Prerequisite(s)** _____

Proposed Date to Begin Offering Innovative New Program: _____

Justification for the Innovative New Program:

Description of Courses Required in the Innovative New Program (including course outlines):

Teacher: _____ **Type of Certification:** _____

Superintendent's Signature

To Be Completed By State Department of Education

Approval to begin process of developing an innovative new program _____ Date: _____

Nancy Beggs, State Director

Disapproval to begin process of developing an innovative new program _____ Date: _____

Nancy Beggs, State Director

Committee Appointed by Program's Education Administrator to Review Course Content of the Innovative New Program:

Education Administrator: _____

Process Appointee: _____

Date Innovative New Program Documentation Is Submitted to SDE for Approval: _____

Approval of Content: _____ Date: _____

Education Administrator

Approval to Offer Innovative New Program: _____ Date: _____

REQUEST TO DEVELOP AN INNOVATIVE NEW CAREER/TECHNICAL EDUCATION PROGRAM (Program Not Included in Existing Courses of Study)

The *Alabama Courses of Study: Career/Technical Education* committee was composed of career/technical education classroom teachers, local school educators appointed by the Alabama State Board of Education, as well as business and professional persons appointed by the Governor of Alabama. The goal of the *Alabama Courses of Study: Career/Technical Education* is to provide students access to a flexible system of rigorous school- and work-based curriculum and activities planned collaboratively by students, parents, educators, and employers. Alabama's Career/Technical Education curriculum keeps pace with the rapid changes of business and industry and provides for the implementation of new measures and methods of assessing and certifying what students know and are able to do. The courses of study identify required minimum content for instruction in career/technical education programs. This content is based on extensive research and successful practices. The curriculum is flexible, innovative, and student-centered, allowing for selection of career pathways that integrate academic and career/technical knowledge and skills directed to students' career interests.

Career/technical education curricula must be approved prior to being implemented at the local level. Following is the process for attaining a new innovative career/technical education program not included in the existing framework of the approved *Alabama Courses of Study: Career/Technical Education*.

1. The *Request to Develop an Innovative New Career/Technical Education Program* should be completed and submitted to the State Director of Career/Technical Education.
2. After review of the *Request to Develop an Innovative New Career/Technical Education Program* by the State Director of Career/Technical Education, the superintendent will be notified of approval or denial for proceeding with the development of the innovative new program.
3. If approved, the local education agency (LEA) must submit for review all the courses included in the innovative new program. Each course should include the course description, topics, and content standards that meet the standardized criteria of rigor, length, and format for all courses of study.
4. The Education Administrator responsible for the career/technical education program, for which the innovative new program was written appoints a committee to review the program for content.
5. After the committee review, the local superintendent will be notified in writing of the approval or denial status of the innovative new program.
6. Innovative New Program documentation will be placed on file and made available to other LEAs.