

# CTE Program Assignment

06/12/2025 8:09 am EDT

Students must have CTE programs assigned to determine program status. The CTE Program assignment and status update will be an automated process.

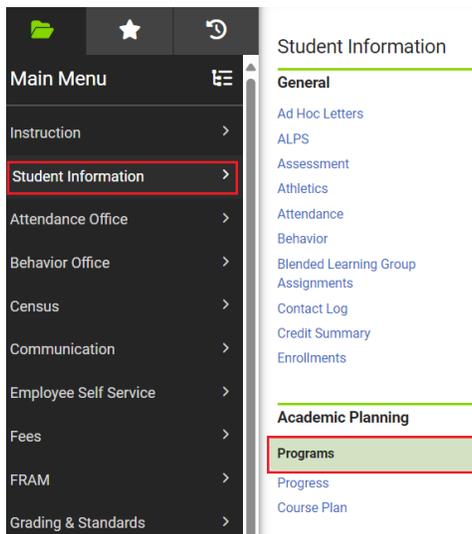
**More information regarding CTE Programs can be found here - <https://go.ncdpi.gov/concentrator>**



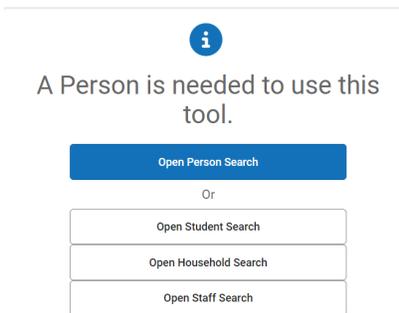
**Only use the process below only if a request is made to include a CTE program concentrator on the transcript before the automated process begins.**

## Individual CTE Program Assignment

*Navigation: Menu > Student Information > Academic Planning > Programs*



**Select a Student:** If a student is not selected, click Open Student Search tool to search by the student's name. Search for students using advanced searches or Ad Hoc Filters as needed. Select the student's name to open the academic programs tool. If a student was already selected, the academic programs tool will open automatically for that student when you follow the navigation above.



1. Click **New Academic Program**.
2. Select the appropriate **CTE Academic Program Type** from the **Program** dropdown.
3. Enter a **Start Date**. This date should be 07/01/20yy.
4. Enter an **End Date**. This date should be 06/30/20yy.
5. Select the Student Status of **2:Concentrator**.
6. Click **Save**.
7. Repeat steps 1-6 for any CTE Program a student has a concentration in.

Save
New Graduation Program
New Academic Program
Documents

**Academic Plan Editor**

Program	Start Date	End Date	Program Type	Flag

---

**Academic Program Detail**

\*Program: CTE-C: CCP Finance-WCFN/FINA (CTE)

CTE Concentrator Override: No

\*Start Date: 8/28/2024  End Date: 6/12/2025  Student Status: 2: Concentrator  Non-Traditional Participation:

Teaching Method:

Select Values

Once programs are saved, they will be listed in the Academic Plan Editor.

New Graduation Program
New Academic Program
Documents

**Academic Plan Editor**

Program	Start Date	End Date	Program Type	Flag
CTE-C: CCP Finance-WCFN/FINA	08/28/2024	06/12/2025	CTE	

Once the Concentrator Status has been added, it will be listed in the CTE Programs area of the NC Official Transcript.

CTE Programs	
Academic Program	Student Status
CTE-C: CCP Finance-WCFN/FINA	Concentrator