

GLOSSARY OF TERMS

Secondary Education – Between elementary and college, i.e. high school, offering academic, vocational, technical or college preparatory curricula.

Post Secondary Education – Higher Education; i.e. community colleges (2-year), undergraduate colleges (4-year), graduate schools, vocational schools and technical institutes.

Career and Technical Education (CTE) – Formerly referred to as “vocational education,” CTE has a long history in the U.S. and is supported by federal (Perkins Act) funding. According to the *Association for Career and Technical Education*, CTE provides students:

- academic subject matter taught with relevance to the real world
- employability skills, from job-related skills to workplace ethics
- career pathways that link secondary and postsecondary education
- second-chance education and training
- education for additional training and degrees, especially related to workplace training, skills upgrades and career advancement

Perkins Act – The Carl D. Perkins Vocational and Technical Education Act (1984) aims to improve the quality of CTE and provides approximately \$1.3 billion in support for CTE programs in all 50 states. The 1998 reauthorization act stipulated that the term “career and technical education” replace “vocational education,” and outlined new requirements for “programs of study” (see below).

Career Clusters – A grouping of occupations and/or industries based on certain commonalities; serves as an organizing tool for schools. There are 16 Career Clusters outlined in the Carl D. Perkins Vocational and Technical Education Act of 1998 (see appendix).

Career Pathway – Articulates the learning requirements, from secondary through post-secondary education, through which a student can prepare for skilled employment and further education in a specific Career Cluster.

Program of Study – A structured approach to delivering academic and CTE content. The U.S. Office of Vocational and Adult Education, in collaboration with states, trade associations, and other organizations, have developed a career and technical education “programs of study framework” (see picture next page). Programs, at a minimum, must:

- Incorporate and align secondary and postsecondary education elements
- Include academic and CTE content in a coordinated, non-duplicative progression of courses
- Offer the opportunity for secondary students to acquire postsecondary credits
- Lead to an industry-recognized postsecondary credential

Early College Credit – Program administered by collaborating high schools and colleges whereby high school students who meet certain eligibility requirements (i.e. minimum GPA) can take college courses, and earn college credit, prior to graduating from high school or matriculating.

Dual/Concurrent Credit – Program administered by collaborating high schools and colleges whereby high school students who meet certain eligibility requirements can take college courses that fulfill BOTH high school graduation requirements and college degree requirements.

Portable Credits – Credits that are transferable between institutions.

Standard 9.4 – New Jersey Department of Education Core Curriculum Content standard (2009) that describes knowledge and skills that prepare students for postsecondary education, training, and employment in a chosen career pathway. *Applies only to high school students enrolled in CTE programs.* Knowledge and skill categories include:

- Academic Foundations
- Communication Skills
- Leadership and Teamwork
- Ethics and Legal Responsibilities
- Employability and Career Development
- Technical Skills
- Problem-solving and Critical Thinking
- Systems
- Safety, Health and Environment

Articulation Agreement – A formal agreement between two or more institutions (high school and community college, or community college and 4-year college) that allows specific programs at one institution to be credited towards direct entry or advanced standing at another institution.

General Education – Courses in a variety of non-CTE subjects (i.e. Math, English) that post-secondary faculty/administration have selected to ensure students receive a balanced distribution of courses and conform to state guidelines.

Credit/NonCredit – Credit courses can be applied toward the completion of a degree or certificate program; non-credit courses are taken for general enrichment or for professional development purposes and do not count toward a degree or certification.

Corporate and Continuing Education – An instructional program providing participants with skills and knowledge (but not academic credit) necessary for a pursuing or advancing in a particular industry or occupation; usually tailored to part-time adult students.