Program Approval and Re-Approval Process

Why do we need our programs approved?
- To ensure that our programs meet NYSED Regents policy requirements, providing high quality, rigorous, relevant, industry-based instruction
- So that our students can continue to earn technical endorsement
- So that we can continue to offer academic credit in our programs
- To continue to receive State Education funding for our programs

What is required?
A. Proof that all required elements of an approved program are present and are being improved upon regularly
   1. Curriculum that meets both industry standards and New York State learning standards in CDOS, CCLS, and academic standards for which credit is offered
   2. Certified, qualified teachers
   3. National industry-based technical assessment with 3 parts (written, performance, project)
   4. Articulation agreement(s) with post-secondary institutions
   5. Work-based learning in a work setting
   6. Employability profile
   7. Procedures for collecting and reporting data and other information about the program
B. Proof that an extensive internal and external review process has been followed
   1. Self-study by teachers, administrators, program advisory boards, and other staff who work directly with the program
   2. External review and evaluation by an outside team including representatives from industry and education, academic teachers from our component districts
   3. Review and approval by BOCES board
C. For more information see

Our process:
1. Teams of CTE staff review the seven required elements of each program and collect evidence of their implementation and data about the program in the curriculum map and binder.
2. Advisory committee for each program meets yearly to review curriculum and resources
3. Academic teachers from our component districts review curriculum for academic content and standards, providing feedback to our teachers: Applied Academics Day
4. External review teams will visit for one day in order to review and evaluate each program. These teams will consist of representatives from industry and our component districts.
5. We present to the BOCES Board of Education for their approval and sign-off. The Board will verify that each program meets SED requirements and has undergone the rigorous review process.
6. We submit the application to SED.

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