

## **CAREER AND TECHNOLOGY FOUNDATIONS/STUDIES**

### **Background**

Student participation in Career and Technology Foundations (CTF) and Career and Technology Studies (CTS) is a valuable learning experience for students in grades 5 to 12. CTF/CTS allows students to integrate knowledge, skills and attitudes from many Programs of Study with technical and occupational knowledge.

### **Procedures**

1. Grade 5 to 9 CTF
  - 1.1 The CTF program offered at the Grade 5 to 9 level is to be designed combining 14 outcomes across 5 different occupation areas to (career clusters) enable students to explore a wide range of career interests and possibilities.
2. Senior High CTS
  - 2.1 CTS courses offered at the senior high level are designed to provide students the opportunity to investigate potential career choices from introductory courses to advanced courses in career pathways of their choice, based on their course availability.
  - 2.2 Students may elect to take a course in any year, depending on the availability of staff and facilities, recognizing that not all courses may be offered at all levels.
3. The administration of CTF/CTS courses shall follow the guidelines and requirements established by Alberta Education
4. CTF/CTS courses will be offered with due consideration of:
  - 4.1 The abilities and interests of students,
  - 4.2 The expertise of staff
  - 4.3 Financial, material, and physical resources within schools, and
  - 4.4 Student enrollments

5. Request to include a CTF course in school programming and Gradebook must be made to the principal who will then submit the request to the Assistant Superintendent of Educational Excellence or designate and include the following:
  - 5.1 Alignment to learning outcomes
  - 5.2 Alignment to the CTF Occupational Areas
6. Request to include a CTS course in school programming must be made to the Assistant Superintendent of Educational Excellence or designate and include the following:
  - 6.1 Identification of modules that make up the appropriate credit amount
  - 6.2 Alignment to the five (5) clusters
7. Fees for specific CTF/CTS courses may be determined by the Principal, in consultation with Central Learning Services.

Reference: Section 18, 20, 39, 54, 60, 61, 113 School Act  
Section 75 Employment Standards Code  
Freedom of Information and Protection of Privacy  
Act Labour Relations Code  
Occupational Health and Safety  
Act Worker's Compensation Act  
Student Record Regulation  
225/2006 Guide to Education ECS  
to Grade 12