



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

Date: June 25, 2018  
To: Chief School Administrators with CTE Programs  
Route To: District Perkins Project Directors  
From: Linda P. Eno, Ed.D., Acting Assistant Commissioner  
Division of Teaching and Learning  
Deadline: August 31, 2018

### **Secondary Career and Technical Education Placement Survey**

All secondary districts with approved career and technical education (CTE) programs must submit CTE data in the New Jersey Department of Education's [NJ SMART CTE webpage](#).

Because the CTE submission did not collect placement data for students who completed CTE programs and graduated in the 2016-2017 school year, **districts with CTE completers who graduated in the 2016-2017 school year are required to submit a placement survey**, which has been designed to determine whether the listed students were either employed, in the military, enrolled in postsecondary education or unemployed by the end of the 2017 calendar year, following their graduation from high school.

The data collected from this placement survey will be reported on the Perkins Performance Report for the 2020 Perkins Grant Application and the Consolidated Annual Report to the U.S. Department of Education. Only the names of those students who were previously reported as seniors and completers are included on the survey list.

Survey data must be submitted through the New Jersey Department of Education's secured website at [NJDOE Homeroom](#) under the listed subject of CTE (Secondary and Adult). The link will open to a district login window. After successfully accessing the district's site, the secondary placement survey file will be available for download. After completing the survey, the file can be uploaded to the Homeroom website for submission. The deadline for the submission of the placement survey is **August 31, 2018**.

For questions regarding the placement survey, please contact Shinlan Liu at (609) 376-3905 or by email at [shinlan.liu@doe.nj.gov](mailto:shinlan.liu@doe.nj.gov).

c: Members, State Board of Education  
Lamont O. Repollet, Ed.D., Commissioner  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group