



KSDE FISCAL AUDITING TEAM  
785-296-4976

**AUDIT GUIDE**  
**Credential Incentive Program Awards**  
2020-21 credits, audited in FY22  
Revised July 2021

**PURPOSE OF AUDIT**

The 2012 Legislature changed funding of CTE approved classes that are offered at Community Colleges or Technical Colleges so that funding of those classes flows through the State Board of Regents. Kansas High Schools are encouraged to send 11<sup>th</sup> and 12<sup>th</sup> grade students to those programs. To aid the Unified School Districts in this endeavor, the legislature created the Credential Incentive Program. Each school year, to the extent there are sufficient moneys appropriated to the career technical education incentive program, the state board of education shall make an award to a school district for each student who has graduated high school having obtained an industry-recognized credential in an occupation that has been identified by the Secretary of Labor as an occupation in highest need of additional skilled employees. (K.S.A. 72-4489(b)(1))

**Requirements**

1. Student must have graduated from high school within the 2020-21 school year or 2019-20. \*See next page.
2. Student must have obtained one of the approved industry-recognized credentials (see Qualifying Credential Incentive List) \*\* prior to graduation or by December 1st immediately following graduation from High School.

**2020-21 Qualify Credential Incentive List:** See pages 3 and 4 of this Audit Guide or access the 2020-21 list here: [Qualifying Credential Incentive List](#) (once at this KSDE webpage, scroll down to "Excel in CTE (old SB155)" and then click on the 2020-21 – list).

3. Districts must submit their list of graduates who qualified for the Credential Incentive Program through the KCAN report in KIDS by May 22nd to the Career and Technical Education team.

**Key dates:**

|  |   |
|--|---|
| High school graduation date requirement: | 2020-21 or 2019-20 school year (if not already claimed) |
| Deadline to obtain credential:           | Prior to December 1 <sup>st</sup> following graduation  |
| Deadline to submit claims:               | May 22, 2021  |

## AUDIT STEPS

1. The number of claimed students will be included in the Master USD Write up program for each district submitting a claim.
2. Verify all students listed have graduated from High School during the 2020-21 or 2019-20 school year\*. Check dates on the report for accuracy.
3. Ensure the district has evidence that the student has obtained the required credential. Evidence can be a copy of the student's credential or a list of students earning industry-recognized credentials provided by the awarding agency (community college, technical college, credential program, etc.). The credential could have been awarded prior to graduation but *(to be included in a claim for 20-21)*, must be no later than May 22, 2021. If the credential is awarded after that date, it may be included in the district's 21-22 claim if awarded by December 1.

\* Students who graduated in 19-20 and obtained their certification between May 25 and December 1 may be included on the 2020-21 report (claim).

## REPORTING REQUIREMENTS

1. The claimed number of students can be found on the Credential Incentive Program page of the current USD audit write-up.
2. For any student found to not qualify, list the student's name and mark the appropriate box as to the reason the student does not qualify.

### ***An Equal Employment/Educational Opportunity Agency***

*The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:  
KSDE General Counsel, 900 SW Jackson, Topeka, KS 66612 785-296-3201*

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**2020-2021 Excel in CTE (SB 155) Qualifying Credential Incentive List**

| <b>2010 Standard Occupational Codes (SOC)</b> | <b>Classification of Instructional Program (CIP) Code</b> | <b>Occupation</b>   | <b>Credentials/Certifications Qualifying for Incentive Payment</b>  | <b>Average Annual Wages</b> |
|---|---|---|---|-----------------------------|
| 53-3032                                       | 49.0205   | Truck Drivers, Heavy and Tractor-Trailer                              | Commercial Driver License (CDL)   | \$46,178                    |
| 31-1014                                       | 51.3902   | Nursing Assistants**  | Certified Nurse Aide (CNA)  | \$26,214                    |
| 15-1151                                       | 01.0106, 11.1006, 51.0709                                 | Computer Support Specialists  | <i>Cisco</i> -- Certified Entry Networking Technician; CompTIA - A+; CompTIA - Network +; CompTIA - Server +; CompTIA - Security +; <i>Microsoft</i> -- Microsoft Technology Associate (MTA); Microsoft Certified Solutions Associate (MCSA)  | \$45,364                    |
| 49-3023                                       | 47.0600, 47.0604, 47.0614, 47.0617                        | Automotive Service Technicians and Mechanics                          | <i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Brakes, Electrical/Electronic Systems, Engine Performance, and Suspension and Steering – <i>OR ASE Student Certification in at least one of the following areas: Maintenance and Light Repair (MLR), Automobile Service Technician (AST) or Master Automobile Service Technician (MAST)</i>  | \$40,669                    |
| 51-4121                                       | 15.0614, 48.0508  | Welders, Cutters, Solderers, and Brazers                              | <i>American Welding Society (AWS)</i> -- 3 Position Qualifications D1.1 standard or higher (AWS - 1F, 2F and 1G); <i>American Society of Mechanical Engineers (ASME)</i> Section 9 Standards (6G level)   | \$43,828                    |
| 47-2031                                       | 46.0201   | Carpenters  | <i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Carpentry Level 1  | \$43,298                    |
| 53-3033                                       | 49.0205   | Truck Drivers, Light or Delivery Services,                            | Commercial Driver License (CDL)   | \$37,436                    |
| 47-2111                                       | 46.0302   | Electricians  | <i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Electrical Level 1   | \$54,937                    |
| 49-9041                                       | 47.0303   | Industrial Machinery Mechanics  | <i>National Center for Construction Education and Research (NCCER)</i> -- Core Curriculum: Introduction to Craft Skills and Industrial Maintenance Level I; <i>Society of Maintenance &amp; Reliability Professionals</i> -- Certified Maintenance & Reliability Technician (CMRT)  | \$51,589                    |
| 49-3031, 49-3041                              | 47.0605, 47.0613  | Bus and Truck Mechanics and Diesel Engine Specialists                 | <i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension   | \$44,165                    |
| 51-4011                                       | 48.0510   | Computer-Controlled Machine Tool Operators, Metal and Plastic         | <i>National Institute for Metalworking Skills (NIMS)</i> - Machining Level 1  | \$42,652                    |
| 47-2152                                       | 46.0502, 46.0503, 46.0599                                 | Plumbers, Pipefitters, and Steamfitters                               | <i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Plumbing and Pipefitting Level 1   | \$55,136                    |
| 49-9021                                       | 15.0501, 47.0201  | Heating, Air Conditioning, and Refrigeration Mechanics and Installers | <i>ICE</i> --Core +Residential Air Conditioning & Heating or Light Commercial Air Conditioning & Heating or Commercial Refrigeration; <i>North American Technician Excellence (NATE)</i> -- Core + 1 one of the following specialty areas: Air Conditioning, Air Distribution, Air-to Air Heat Pumps, Gas Furnaces, Oil Furnaces, Hydronics Gas, Light Commercial Refrigeration, Commercial Refrigeration, Ground Source Heat Pump Loop Installer; <i>HVAC Excellence</i> -- Core Areas (Electrical & Refrigeration Theory) + one of the following specialty areas: Air Conditioning, Gas Heat, & Electrical or Light Commercial Air Conditioning, Gas Heat & Electrical or Light Commercial Refrigeration & Electrical; <i>National Center for Construction Education and Research (NCCER)</i> -- Core + HVAC Levels 1 & 2 | \$51,249                    |
| 47-2211                                       | 48.0506, 46.0411  | Sheet Metal Workers   | <i>Manufacturing Skills Standards Council (MSSC)</i> - Certified Production Technician (CPT), <i>National Center for Construction Education and Research (NCCER)</i> - Core Curriculum: Introduction to Craft Skills and Sheet Metal Level 1, <i>National Institute for Metalworking Skills (NIMS)</i> - Metal Forming I  | \$43,599                    |
| 51-4041                                       | 48.0501, 48.0503  | Machinists  | <i>National Institute for Metalworking Skills (NIMS)</i> - Machining Level 1  | \$42,367                    |

**2020-2021 Excel in CTE (SB 155) Qualifying Credential Incentive List**

| <b>2010 Standard Occupational Codes (SOC)</b> | <b>Classification of Instructional Program (CIP) Code</b> | <b>Occupation</b>                                     | <b>Credentials/Certifications Qualifying for Incentive Payment</b>  | <b>Average Annual Wages</b> |
|---|---|---|---|-----------------------------|
| 11-9013                                       | 01.0101, 01.1012, 01.0199                                 | Farmers, Ranchers, and Other Agricultural Managers ** | <i>Kansas Department of Agriculture (KDA)</i> -- KS Commercial Pesticide Applicators Certificate, <i>Kansas Department of Agriculture (KDA)</i> -- Agriculture Skills and Competencies Certificate, <i>Kansas Department of Agriculture (KDA)</i> --Plant Systems Skills and Comptencies Certificate, <i>Kansas Department of Agriculture (KDA)</i> -- Animal Science Skills and Competencies Certificate | \$55,637***                 |
| 33-2011                                       | 43.0203   | Fire Fighter  | National Firefighter I Certification  | \$37,925                    |
| 11-9051                                       | 12.0504   | Food Service Managers                                 | <i>National Restaurant Association Educational Foundation</i> - ProStart National Certificate of Achievement; ServSafe Food Protection Manager  | \$54,868                    |
| 31-9091                                       | 51.0601   | Dental Assistant                                      | Certified Dental Assistant Certification  | \$37,043                    |
| 29-2041                                       | 51.0810, 51.0904  | Emergency Medical Technicians & Paramedics            | <i>EMT-Basic National Registry</i> -- EMT Certification, <i>National Registry-Paramedic</i> -- Paramedic Certification  | \$30,521                    |
| 49-3011, 51-2011                              | 47.0607, 47.0608  | Aircraft Mechanics and Service Technicians            | <i>Federal Aviation Administration (FAA)</i> --Aviation Maintenance Technician- Airframe, or Aviation Maintenance Technican-Powerplant  | \$56,836                    |
| 29-2052                                       | 51.0805   | Pharmacy Technicians                                  | <i>Kansas Board of Pharmacy</i> -- Kansas Pharmacy Technician Certification Board Exam (PTCB); Certified Pharmacy Technician  | \$32,937                    |

\*\* Stackable Credentials

\*\*\* Average Annual Wage - reflects occupation listed which requires bachelors degree and/or substantial experience in the field. This salary is not likely achievable for students completing the associated credential

**\*2021 Phase Out Occupations: Occupations on the 2020 SB155 Certifications/Credentials List but no longer meet the In-Demand/Wage/Education criteria (Only for students who started courses in 2019-2020 Credential must be earned before December 2021)**

|         |        |                          |   |          |
|---------|--------|--------------------------|---|----------|
| 49-3041 | 1.0205 | Farm Equipment Mechanics | <i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification in all 4 of the following areas: Diesel Engines, Electrical/Electronic Systems, Brakes, and Steering & Suspension | \$41,076 |
|---------|--------|--------------------------|---|----------|

\*Occupations fall below the minimum demand, wage, or educational requirement criteria; in some cases credentials may also be associated with in-demand occupations listed above

**\*2020 Phase Out Occupations: Occupations on the 2019 SB155 Certifications/Credentials List but no longer meet the In-Demand/Wage/Education criteria (Only for students who started courses in 2018-2019 Credential must be earned before December 2020)**

|         |         |  |  |          |
|---------|---------|--|--|----------|
| 49-3021 | 47.0603 | Automotive Body and Related Repairers  | <i>Automotive Service Excellence (ASE)</i> -- ASE Student Certification on any of the following areas: Painting & Refinishing, Structural Analysis & Damage Repair, Non-Structural Analysis & Damage Repair, or Mechanical & Electrical;<br><i>Inter-Industry Conference on Auto Collision Repair (I-CAR)</i> --Refinish Technician ProLevel 1 | \$41,349 |
| 49-2022 | 47.0103 | Telecommunications Equipment Installers and Repairers Except Line Installers | <i>Society of Cable Telecommunications Engineers</i> -- Broadband Permisses Installer  | \$51,583 |

\*Occupations fall below the minimum demand, wage, or educational requirement criteria; in some cases credentials may also be associated with in-demand occupations listed above