

2025 – 26 Kent ISD Programs – Hours of Instruction & FTE

2025-26 Dual Enrollment & LaunchU Notes	- KCTC Dual Enrollment (PA-5GA) may apply to select courses outlined below. Pupils in KCTC dual enrollment courses (PA-5GA) are NOT part of LaunchU (PA-5GB), and should NOT be reported with a 3500 program participation code. - KCTC Dual Enrollment (PA-5GA) and LaunchU Early Middle College (PA-5GB) both include college courses where number of college credits earned & proof of tuition payment are used for FTE purposes, rather than student seat time and teacher-recorded attendance; therefore, PA-45 days and hours submissions for PA-5GA and PA-5GB courses are not necessary. Calculate FTE for college courses by dividing # of college credits earned by 12. (i.e., a 3-credit college class is $3/12 = 0.25$ FTE) - The KCTC Culinary/LaunchU partnership track where students attended KCTC 3 days/week and GRCC college courses the other 2 days/week under the PA-5GA or PA-5GB rules has phased out and Culinary/Hospitality students will now attend KCTC 5 days/week.
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Kent Career Technical Center (KCTC)

NOTE: Travel time may only be claimed for full-time public-school pupils who travel between school sites during the school day. Part-time pupils, which includes nonpublic and homeschooled pupils, are not eligible for travel time.

<u>KCTC Sessions</u>	<u>Start Time</u>	<u>End Time</u>	<u>Daily Hours</u>	<u>Days of Instr</u>	<u>Total Hrs of Instr</u>	<u>Allowable Travel Hrs</u>
Session 1	6:55 AM	9:10 AM	2.25	180	405.00	108.00
Session 2	9:15 AM	11:30 AM	2.25	180	405.00	108.00
Session 3	12:00 PM	2:15 PM	2.25	180	405.00	108.00

FTE for KCTC Sessions 1, 2 & 3: .37 FTE

+108 hours travel time, if eligible +.10 FTE

- Regional CTE Programs:**
 - General Aviation** is replacing aviation programs previously held at GR Ford Int'l Airport. This program will be held on KCTC's campus beginning in 25-26 and will operate on same calendar and bell schedule as traditional KCTC programs. Claim FTE same as traditional KCTC Sessions 1, 2, & 3. [Note: Students may have option to enroll in additional dual enrollment course through WMU (PA-5GA) that can be counted for additional FTE based on number of college credits, if applicable.]
 - West MI Construction Institute (Carpentry and Electrical) and Next Step Manufacturing (Foundations in Wood)** courses are held off-site during session 1, 2, & 3, but these programs operate the same number of days and daily hours as traditional KCTC sessions. Claim FTE same as traditional KCTC Session 1, 2, & 3.
 - New CTE Dual Enrollment Programs - Medical Assisting** (Davenport University), **Finance and Accounting** (Davenport University), **and Pre-Medical Pathways** (Grand Valley State University) are Regional Early College CTE Programs. These programs are considered dual enrollment courses, taught by college instructors, and generate college credit. They are not high school courses, so seat time does not determine FTE. Instead, these programs will be reported and audited under the dual enrollment (PA-5GA) requirements. [Note: Although KISD is calling these opportunities "Early College CTE Programs," they DO NOT qualify as Early Middle College programs under PA-5GB.] Claim FTE based on number of college credits enrolled, but do not report with 3500 EMC participation code or LaunchU S2E2 code.
 - Local District-Operated CTE Programs** – If your district is operating a CTE program on-site at your local high school, no additional PA-45 days/hours submission is required if operated according to high school calendar and bell schedule. Claim FTE based on local district calendar/schedule.
- Intro courses** (Intro to Automotive, Intro to Hospitality, and Intro to Marketing) and **Career Focus courses** (Human Services, Industrial Technology, Business Services, and General Vocational Skills) are non-CTE Gen Ed elective courses, but meet the same days/hours as traditional KCTC courses. Claim FTE same as traditional KCTC Session 1, 2, & 3.
- The **CORE program** operates as a seated, 5 day/week program (4 days/week at Mary Free Bed YMCA and 1 day/week at KISD) and generates Gen Ed elective credit. Claim FTE same as traditional KCTC Session 1, 2, & 3.
- The **Internship Program** is a work-based learning program (PA-5P). Claim FTE same as traditional KCTC Sessions 1, 2, & 3. [Note: To remain state aid eligible, a WBL student must have at least one "anchor" instructional course.]

MySchool@Kent/SuccessLink (MSK)

NOTE: MSK are 21f virtual courses and are not eligible for travel time

MSK FTE per course for semester districts:

1 course (1.08 hrs/day):	.18 FTE
2 courses (2.17 hrs/day):	.36 FTE
3 courses (3.25 hrs/day):	.53 FTE
4 courses (4.33 hrs/day):	.71 FTE
5 courses (5.42 hrs/day):	.89 FTE
6 courses (6.50 hrs/day):	1.00 FTE

MSK FTE per course for trimester districts:

1 course (1.25 hrs/day):	.20 FTE
2 courses (2.50 hrs/day):	.41 FTE
3 courses (3.75 hrs/day):	.61 FTE
4 courses (5.00 hrs/day):	.82 FTE
5 courses (6.25 hrs/day):	1.00 FTE

Weekly two-way interactions for pupils with MSK virtual courses are tracked by KISD mentors. NOTE: Pupil participation in "A La Carte" courses is NOT tracked by MSK staff; the purchasing district agrees to assign virtual learning mentor and track two-way interactions.