DEPARTMENT OF EDUCATION

P. O. Box 2120

Richmond, Virginia 23216-2120

# **CAREER AND TECHNICAL EDUCATION MEMO NO. 259-24**

**DATE:** October 9, 2024

**TO:** CTE Administrators

**FROM:** Dr. J. Anthony Williams, Director

Office of Career and Technical Education

**SUBJECT:** 2024-2025 Career and Technical Education Reporting System (CTERS)   
User’s Manual

The 2024-2025 Career and Technical Education Reporting System (CTERS) User’s Manual has been updated and is now live on the [CTE Data Collection webpage](https://www.doe.virginia.gov/data-policy-funding/data-reports/data-collection/career-technical-education).

If you have any questions, please contact the CTE staff at [cte@doe.virginia.gov](mailto:cte@doe.virginia.gov) or by telephone at 804-625-3592.

JAW/jts