

Sumner County Schools
CTE Department
eTIGER Checklist

School _____ Teacher _____

Period/Block _____ Semester (example - Fall 2017) _____

Class Name _____

Please complete this Checklist for each class you teach and return to your CTE Assistant Principal by the designated deadline. Place an "X" in each blank for items 1-8 to verify that this item has been entered/checked in eTIGER. If items 6-8 do not apply for this class, you may put "N/A" in the blank. Email chase.moore@sumnerschools.org with any questions.

1. _____ Roster is accurate for this class
2. _____ Competency Attainment (score of 1-4) has been entered for each standard (leave blank for a standard you did not teach or for an individual who may have missed due to transfer, etc.)
3. _____ "# Periods" entered for each student enrolled in class
4. _____ "# Credits Earned" entered for each student in class
5. _____ Concentrator – if this class is the third in a **Program of Study** for a student, mark the appropriate Program of Study each student is a Concentrator in
6. _____ Certificate – select "Yes" for each student that earned an industry certification through this class (input "test date" and "issue date" for the certification earned)
7. _____ Dual Credit – select "Pass" or "Fail" for each student that took the Dual Credit exam at the end of the semester
8. _____ Dual Enrollment – select "Yes" for each student that passed a DE class; be sure to select which Postsecondary Institution the class is aligned with and how many hours of credit the student earned
9. Date class is attested _____

Signature _____

Date _____