

New CTE October count verification process

For assistance for InfiniteCampus State Edition, please contact the Helpdesk at:
Medms.helpdesk@maine.gov (207) 624-6896

Any time before Oct. 15th.

CTE's can enter student data as need. CTE's are welcomed to run the "CTE Verification Report" any time to review student information. This report will provide up to the minute data within InfiniteCampus State Edition.

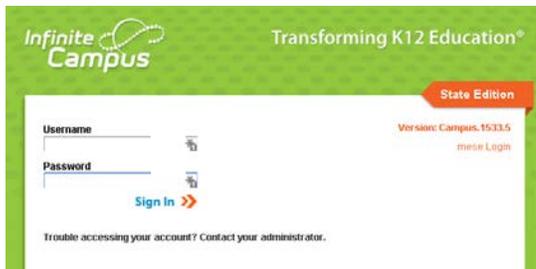
Oct. 16th to Oct 30th.

Run and update student data based on the "CTE Verification Report" within InfiniteCampus State Edition. CTE's may need to contact sending high-schools if the Infinite Campus primary enrollment has not been completed.

Instructions for verifying enrollments for CTE

Log into InfiniteCampus State Edition.

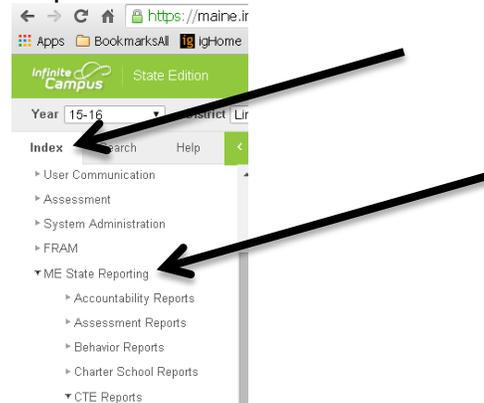
<https://maine.infinitecampus.org/campus/mese.jsp>



Step1: Select year

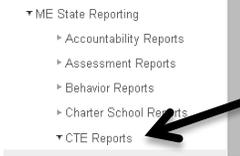


Step2: Locate and click "ME State Reporting" under the Index tab



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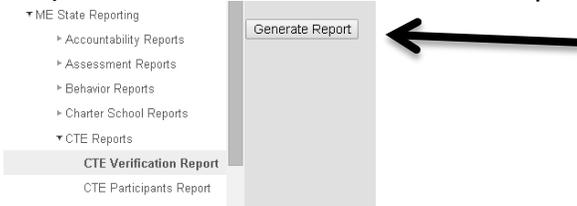
Step3: Locate and click CTE Reports



Step4: Locate and click "CTE Verification Report"



Step5: Locate and click "Generate Report"



Step4: Open report and verify student information is present



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