

**281—49.6 (279) Career information and decision-making systems.** Each district shall use a career information and decision-making system approved by the department.

**49.6(1) Approval process.** The department shall establish a process for the review and approval of vendor-provided career information and decision-making systems from which districts shall choose in compliance with this chapter.

**49.6(2) State designated system.** The department shall establish a process for the review and approval of a single state-designated career information and decision-making system from among the systems approved through the process established in subrule 49.6(1) which districts may use in compliance with this chapter.

**49.6(3) Minimum functions of approved systems.** An approved system shall, at a minimum, support the requirements of rule 281—49.3(279) and meet the following minimum requirements:

*a.* Allow for the creation of student accounts, which allow a student to store and access the results and information gathered from the inventories, searches, and associated activities outlined in paragraphs “*b*” through “*d*” of this subrule.

*b.* Include developmentally appropriate inventories and assessments that promote self-understanding and the connection to work. Inventories and assessments shall include, but not be limited to, an interest inventory; a work values assessment; and an abilities, strengths, or skills assessment.

*c.* Include a search platform for career information. The platform shall allow a student to access and review career information related to the results of the inventories listed in paragraph “*b*” of this subrule. Career information shall include, but not be limited to, current and accurate state and national wage, earning, and employment outlook data for a given occupation; job descriptions, including such information as essential duties and aptitudes; and training and education requirements. The career information search platform shall, at a minimum, allow a student to sort information by wage and earning, career cluster, and training and education requirements.

*d.* Include a search platform for postsecondary information. Postsecondary information shall include, but not be limited to, a current, accurate, and comprehensive database of accredited professional colleges, technical and community colleges, and public and private baccalaureate colleges and universities; and include or provide links to apprenticeship and military opportunities. The postsecondary information search platform shall, at a minimum, allow a student to sort information by program and degree type, institution type, location, size of enrollment, and affiliation and appropriate institutional characteristics, such as designation as a historically black college and university or Hispanic-serving institution, and religious affiliation.

*e.* Track basic utilization for the functions outlined in paragraphs “*a*” through “*d*” of this subrule. Districts shall have the ability to generate and export a report on the utilization statistics.

*f.* Ensure compliance with applicable federal and state civil rights laws.

*g.* Disclose the source and age of, as well as frequency of updates to, all information and data.

*h.* Provide auxiliary services including, but not limited to:

- (1) A process for districts to submit comments, feedback, and modification requests to the vendor.
- (2) Technical assistance during regular school district operating hours.
- (3) Appropriate training for users.