

State of Iowa Workforce Pell Program Application

Start of Block: Program & Institution Information

Institution Name:

Enter the information below for the person completing this form.

Full Name (1) _____

Job Title (2) _____

Email (3) _____

Please enter the alternate contact person's information below. Optional

Full Name (4) _____

Email (5) _____

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Workforce program name:

Local Program Code (Course Catalog Code):

Classification of Instructional Program (CIP) Code:

Is this a new program?

Yes (1)

No (2)

When was the program established?

Provide evidence of program enrollment showing that the program has operated for at least one year.

Workforce Program Description:

List the workforce program outcomes. Examples may include program competencies or learning outcomes achieved.

End of Block: Program & Institution Information

Start of Block: Program Overview

Is this program being offered for credit?

- Yes (1)
- No (2)

Display this question:

If Q13 = 2

Is this program being offered for noncredit?

- Yes (1)
- No (2)

Display this question:

If Q13 = 1

List the total program credit hours. Workforce Pell programs must be 4-15 semester/trimester or 6-23 quarters.

List the total program clock hours. Workforce Pell programs must be 150-599 clock hours.

How many total weeks of instruction does the program entail? For federal student aid purposes, a week of instructional time is defined as any consecutive 7-day period in which at least one day of regularly scheduled instruction, examination, or authorized academic activity occurs. Eligible Workforce Pell Grant programs must contain at least 8 but fewer than 15 weeks of instructional time, but can be scheduled to include breaks when no instruction occurs.

Describe the program's structure, including individual courses, instruction schedule, and modality.

Is any of the program provided by ineligible third parties?

Yes (1)

No (2)

Display this question:

If Q19 = 1

What percentage of the program is provided by ineligible third parties?

Provide the written arrangement between your institution and the third-party provider.

Does this program include correspondence courses or coursework that takes place as part of a study abroad program?

Yes (1)

No (2)

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What type of postsecondary credential does the program offer?

- Industry-recognized certificate or certification (1)
 - Certificate of completion of an apprenticeship (2)
 - License recognized by the state of Iowa or federal government (3)
-

Choose an option that best describes this program:

- Program prepares students for employment in an occupation with only one recognized postsecondary credential. (1)
 - Program delivers a recognized postsecondary credential that is stackable and portable. (2)
-

Please describe how this program leads to a “stackable” credential or results in a credential that is the only postsecondary credential for employment in a particular occupation?

An Iowa Workforce Pell program is considered “stackable” when it is part of a sequence of credentials that can be accumulated over time to build up an individual's qualifications and help them to move along a career pathway to different and potentially higher-paying jobs.

Please attach evidence that the program is “stackable” or leads to employment in an occupation with only one recognized postsecondary credential.

Potential Stackability Evidence:

- List the recognized postsecondary credential that students will earn upon workforce program completion.
- Documented connection to additional credentials that may be earned after the workforce program.

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Please describe how this program leads to a “portable” credential or results in a credential that is the only postsecondary credential for employment in a particular occupation?

A workforce program is considered “portable” when the credential earned is recognized and accepted as verifying the qualifications of an individual in other settings such as other educational institutions, other industries or business or other geographic areas.

Please attach evidence that the program is “portable” or leads to employment in an occupation with only one recognized postsecondary credential.

Potential Portability Evidence:

- Articulation Agreements specifying the credit earned from a workforce program and applied to a receiving program.
- Credit for Prior Learning crosswalk from workforce program describing credit earned from a workforce program and applied to a receiving program.
- Employer documentation (at least 2 employers) of occupation competencies (real-time labor market information) required for hiring which has been aligned with workforce program competencies.
- Occupational license available to earn at the completion of the workforce program.

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List credit articulation agreements (if applicable).

Program must stack to credit-bearing pathways (such as certificates or degrees) to be eligible, unless the program prepares a student for a field that only recognizes a single, terminal credential.

Please describe how this program either 1) stacks to credit or 2) offers a terminal credential in the field.

Please attach credit articulation agreements (if applicable).

End of Block: Program Overview

Start of Block: Alignment with Workforce Needs

List the high-demand, high-wage, high-skill (H3) occupation(s) to which this program aligns. Supply relevant SOC codes.

Attach evidence showing you have employer partnerships, advisory boards, or signed letters confirming both local/regional labor market demand and confirmation the program meets the hiring needs for employment.

End of Block: Alignment with Workforce Needs

Start of Block: Program Outcomes and Quality Metrics

Provide historical completion rates for the program showing that at least 70% of program enrollees complete the program within 150% of the scheduled program length (based on the last 3 enrollment cohorts).

Provide any data you may have on the job placement rate:

Provide any information you have about the median earnings of program completers.

Provide the program's tuition and fees.

End of Block: Program Outcomes and Quality Metrics

Start of Block: Institutional Compliance and Accreditation

Provide confirmation of the institution's current Title IV (Federal Student Aid) approval status.

End of Block: Institutional Compliance and Accreditation

Start of Block: Student Support and Services

Has your institution been subject to any suspension, emergency action, or termination of programs related to Title IV eligibility during the last five years preceding the date of determination?

Yes (1)

No (2)

Display this question:

If Q37 = 1

If yes, please explain:

End of Block: Student Support and Services

Start of Block: Applicant Certification

Signature

By signing, the applicant certifies that they are authorized to act on behalf of the institution and that the information provided is accurate to the best of their knowledge.

Today's Date

End of Block: Applicant Certification
