Employment Development Department
State of California

INFORMATION NOTICE

Date: November 20, 2020 **Number:** WSIN20-27
Expiration Date: 12/20/2022

CA ETPL SUBSEQUENT ELIGIBILITY REVIEW 2020

The *Workforce Innovation and Opportunity Act* (WIOA) requires the Governor to establish procedures to assess all providers and programs on the Eligible Training Provider List (ETPL) for continued eligibility, with the exception of the Division of Apprenticeship Standards and Department of Labor approved apprenticeship programs.

Local Workforce Development Areas (Local Areas) are required to complete the Subsequent Eligibility Review process annually, as described in *WIOA Eligible Training Provider List – Policy and Procedures* (WSD15-07) to ensure the following:

- All ETPL providers maintain the appropriate approval criteria (BPPE, WASC, CCCO, etc.) for continued eligibility.
- All program information (cost, description, locations etc.) has been updated and entered correctly in CalJOBS℠. The information in CalJOBS should match the school's course catalog.
- All performance information has been updated and entered correctly in CalJOBS, and performance meets the minimum state requirement.
    - Note – The minimum state requirement for employment (placement) for program year 2018-2019 is 64%. For private postsecondary schools, the program's performance information in CalJOBS must match the data in the school's BPPE Performance Fact Sheet. Per WSD15-07, if a school has not submitted a performance fact sheet to the BPPE, then the program needs to be removed from the ETPL.

Programs that do not meet the subsequent eligibility criteria must be removed from the ETPL in CalJOBS. Local Areas are responsible for notifying providers if a program is being removed from the ETPL.

For help navigating the ETPL Module in CalJOBS, please refer to the Guide Cards found in Attachment 5 of the Draft ETPL Directive. Local Areas are required to complete the Subsequent Eligibility Review process by January 31, 2021.

If you have any questions about the subsequent eligibility review process, please contact WSBETPL@edd.ca.gov.

/s/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

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