

Workforce Innovation and Opportunity Act, Title 1 Youth Program Guidance - Enrolled in Education

Enrolled in Education is an important element for the Attainment of Degree or Certificate measure. Performance for this measure is based on the total number of youth enrolled in education and the percentage that earned a certificate or credential. Enrolled in education selection box is found in the outcome section of the ICM. Properly determining the enrolled in education status is accomplished by following this protocol:

Mark “Yes” if at any time during participation in the program the participant:

1. Is enrolled in secondary school;
2. Enrolled in post-secondary school;
3. Enrolled in adult education program;
4. Enrolled in other organized program of study;
5. Was already enrolled in a program of study, post-secondary school, or enrolled in high school at the time of registration in the program; or
6. Was enrolled in a program of study, post-secondary school, or enrolled in high school at any point while participating in the program.

Mark “No” at the time of exit if during participation in the program the participant never:

1. Enrolled in a program of study, enrolled in high school, enrolled in post-secondary school, attained a diploma, attained a GED, a certificate or attained a credential (as defined below).

A **certificate or credential** is awarded in recognition of an individual’s attainment of measurable technical or occupational skills by:

- A state educational agency or a state agency responsible for administering vocational and technical education within a state.
- An institution of higher education
- A professional, industry, or employer organization (e.g., National Institute for Automotive Service Excellence certification, National Institute for Metalworking Skills, Inc., Machining Level I credential) or a product manufacturer or developer (e.g., Microsoft Certified Database Administrator, Certified Novell Engineer, Sun Certified Java Programmer) using a valid and reliable assessment of an individual’s knowledge, skills, and abilities.
- A registered apprenticeship program.
- A public regulatory agency, upon an individual’s fulfillment of educational, work experience, or skill requirements that are legally necessary for an individual to use an occupational or professional title or to practice an occupation or profession (e.g., FAA aviation mechanic certification, state certified asbestos inspector).
- A program that has been approved by the Department of Veterans Affairs to offer education benefits to veterans and other eligible persons.
- Job Corps centers that issue certificates.
- Institutions of higher education which is formally controlled, or has been formally sanctioned, or chartered, by the governing body of an Indian tribe or tribes.

Examples of unrecognized certificates or credentials include but are not limited to:

- WorkKeys Certificates
- Driver’s License
- Grantee generated certificates
- Certificates awarded by Workforce Investment Boards
- Work Readiness Certificates