



Hatalia

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LOCAL TAA INSTRUCTION NUMBER: 08-04

TO: Local Workforce Investment Areas (LWIAs)
SUBJECT: Definition of Satisfactory Progress
ISSUANCE DATE: August 13, 2008
EFFECTIVE DATE: Immediately

PURPOSE: To issue State policy on satisfactory progress for TAA approved training. The Upstate WIB will also use this policy for WIA contractor.

BACKGROUND: TAA Regulations, section 617.22(a)(2) establishes that a worker may be approved for training if it is determined that he/she possesses the mental and physical abilities to make satisfactory progress. TAA Regulation, section 617.49(a)(4) establishes that a worker in TAA-approved training is not required to job search while attending and making satisfactory progress in training.

POLICY: Effective immediately, the definition of satisfactory progress in the TAA and WIA Programs will be as follows:

Remedial Training

- Participant is tested at least every six months;
- Participant shows improvement (gains evaluated on an individual basis);
- Participant abides by the attendance policy of the training provider.

Occupational Training

- Participant attains/maintains a cumulative grade point average of 2.0 (or higher if required by the curriculum and/or training provider);
- Participant abides by the attendance policy of the training provider.

WIB funded contractors must ensure that participants are provided the academic and attendance requirements prior to the start of training and monitor participants against the requirements on an ongoing basis.

The attached probation policy should be used if a participant's progress deviates from requirements.

ACTION: You are responsible for the distribution and implementation of this Trade policy within your One Stop System.

INQUIRIES: Questions regarding this instruction may be directed to Ms. Ann Fesperman at 864-596-2028 or fesperman@upstatewib.org.

A handwritten signature in black ink that reads "Ann Fesperman". The signature is written in a cursive style with a large initial "A".

Ann Fesperman
Executive Director
Upstate Workforce Investment Board

TAA/WIA Academic Probation Policy
(Pertaining to local TAA instruction number 08-04 regarding Satisfactory Progress)

Participants must maintain a 2.0 GPA (or higher if required by the curriculum and/or training provider). If a participant falls below a 2.0 grade point average they will be placed on academic probation for one semester.

The participant will have one semester to pull their cumulative GPA above a 2.0

If a participant fails to obtain a cumulative GPA of 2.0 after the probationary period the participant will no longer be eligible for TAA/WIA funded training.

If a participant fails or does not receive credit for any class taken TAA/WIA funds will not be used to pay for that class again. If failing or not receiving credit for a class prevents the participant from completing the training program within the allotted time the participant will be required to look at other options as directed by their workforce specialist.

All TAA/WIA training must be fulltime. If a participant is not enrolled in fulltime training the participant may no longer be approved for TAA/WIA funded training or training related expenses and supports. Workforce specialists may request participants increase their classes during any semester to ensure completion of the training program in the approved timeframe.