

The Workforce Innovation and Opportunity Act

WIOA Desk Reference

Registered Apprenticeship Reporting Guide

The Workforce Innovation and Opportunity Act (WIOA) places a strong focus on work-based training. Registered Apprenticeship Programs (RAPs) can help the workforce system achieve quality performance outcomes. This quick reference guide is a resource to help local workforce professionals understand how supporting RAPs can positively contribute to WIOA performance measures. Registered Apprenticeship is one of the most effective strategies for engaging employers and increasing performance outcomes for individuals seeking sustainable employment opportunities. Registered Apprenticeship helps workers get jobs, keep jobs, and increase their skills and earnings. Because an apprenticeship is a job from day one, Registered Apprenticeship can help states and local areas meet their targets on the WIOA primary indicators.

Performance Reporting for Registered Apprenticeship

To ensure that WIOA participants participating in RAPs are receiving full credit and meeting the WIOA performance reporting requirements, it is important to accurately collect and report on the various elements in the Participant Individual Record Layout (PIRL). Most relevant to apprenticeship requirements are the elements used to categorize individuals by the type of training they receive, their employment status, and the type of credential and/or measurable skill gains they acquire.

EMPLOYMENT

PIRL ELEMENTS 1600, 1602, 1604, & 1606

Registered Apprenticeship is a job from day one; participants are employed when they enter a RAP. Participants that exit WIOA but are still enrolled in a RAP will be coded as “2” for employed in a RAP in the elements listed below for any quarter after exit where this is the case:

- ◆ Employed in 1st (PIRL 1600), 2nd (PIRL 1602), 3rd (PIRL 1604), & 4th (PIRL 1606) quarter after program exit quarter

TYPE OF RECOGNIZED CREDENTIAL

PIRL ELEMENTS 1800, 1802, & 1804

All RAP completers earn a national, industry-recognized credential from the U.S. Department of Labor or a federally recognized State Apprenticeship Agency, which is considered a post-secondary credential under WIOA. This credential is often in addition to an industry credential or state license. For apprenticeship programs where participants earn multiple, stackable credentials throughout the program, each of these credentials should be reported as they are earned, not just the credential earned at completion. Although all credentials should be reported in the PIRL, note that only one credential attained per customer (PIRL 1800) will be included in the numerator of the credential attainment indicator.

- ◆ Type of Recognized Credential #1, #2, #3 – Enter the appropriate code to indicate a participant has received a certificate of completion of a Registered Apprenticeship (PIRL 1800, 1802, & 1804)

MEASURABLE SKILL GAINS

PIRL ELEMENTS 1806-1810 OR 1800/1802/1804=1

The foundation of the Registered Apprenticeship model is that apprentices progressively increase their skills and competencies through on-the-job training and related instruction. As an interim progress measure not based on exit, apprentices achieve measurable skill gains as they meet training/proficiency milestones. Therefore, even for longer-term RAPs, this measure will likely yield a positive outcome. In reporting this indicator, it is important to keep in mind the elements that record positive outcomes in the numerator (PIRL 1806-



The Workforce Innovation and Opportunity Act

1810 OR PIRL 1800/1802/1804=1) as well as the elements that place a participant into the denominator (PIRL 1811) or remove them from the subsequent program year's denominator (PIRL 1813). Therefore, individuals may be included in the denominator of this measure in multiple program years and should have every skill gain recorded to enable positive outcomes in multiple program years.

- ◆ Date of Most Recent Skill Gain: EFL (PIRL1806), Postsecondary Transcript/Report Card (PIRL 1807), Secondary Transcript/Report Card (PIRL 1808), Training Milestone (PIRL 1809), and Skills Progression (PIRL 1810)
- ◆ Date Enrolled During Program Participation in an Education or Training Program Leading to a Recognized Postsecondary Credential or Employment (WIOA) (PIRL 1811)
- ◆ Date Completed, During Program Participation, an Education or Training Program Leading to a Recognized Postsecondary Credential or Employment (PIRL 1813)

TYPE OF TRAINING SERVICE

PIRL ELEMENTS 1303, 1304, 1310, & 1315

- ◆ Type of Training Service #1 – If RA is the first type of training provided to a participant, code “09” will be entered for Registered Apprenticeship. Note: if a participant received a second type of training, including on-the-job training (OJT) or skill upgrading as part of a Registered Apprenticeship program, enter code “09.” (PIRL 1303)
- ◆ Eligible Training Provider Program of Study – Code “2” indicates a program of study leading to a certificate of completion of a Registered Apprenticeship (PIRL 1304)
- ◆ Type of Training Service #2 – If RA is the first type of training provided to a participant, code “09” will be entered for Registered Apprenticeship. If a participant received a second type of training, including on-the-job training (OJT) or skill upgrading as part of a Registered Apprenticeship program, enter code “09.” (PIRL 1310)
- ◆ Type of Training Service #3 – If RA is the first type of training provided to a participant, code “09” will be entered for Registered Apprenticeship. If a participant received a third type of training, including OJT or skill upgrading as part of a Registered Apprenticeship program, enter code “09.” (PIRL 1315)

Additional Resources

- ◆ DOL-only Participant Individual Record Layout (PIRL)
<https://performancereporting.workforcegps.org/resources/2017/07/27/09/33/Participant-Individual-Record-Layout-PIRL>
- ◆ TEGL 8-19, *Workforce Innovation and Opportunity Act (WIOA) Title I Training Provider Eligibility and State List of Eligible Training Providers (ETPs) and Programs*
https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=5389
- ◆ TEGL 14-18, *Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor (DOL)*
https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7611
- ◆ TEGL 10-16, Change 1, *Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III, and Title IV Core Programs*
https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3255
- ◆ TEGL 13-16, *Guidance on Registered Apprenticeship Provisions and Opportunities in the Workforce Innovation and Opportunity Act (WIOA)* https://wdr.doleta.gov/directives/corr_doc.cfm?docn=9125
- ◆ TEGL 19-16, *Guidance on Services provided through the Adult and Dislocated Worker Programs under WIOA and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules* https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3851
- ◆ Apprenticeship Community of Practice <https://apprenticeship.workforcegps.org/>
- ◆ Registered Apprenticeships and On-the-Job Training: Providing Work-Based Learning Opportunities
[https://ion.workforcegps.org/resources/2015/09/16/17/49/Registered Apprenticeship OJTs Work-Based Learning](https://ion.workforcegps.org/resources/2015/09/16/17/49/Registered_Apprenticeship_OJTs_Work-Based_Learning)
- ◆ TEGL 7-18, *Guidance for Validating Jointly Required Performance Data Submitted under the Workforce Innovation and Opportunity Act (WIOA)* https://wdr.doleta.gov/directives/corr_doc.cfm?docn=4255

