



Wisconsin Joint WIOA Credential Detailed Guidance

WIOA Section 116 requires that each core program is assessed on primary performance indicators. The credential attainment rate is among these indicators. Field staff is responsible for reporting and collecting credential attainment documentation from program participants. Consistency in the State of Wisconsin's tracking of credentials is important.

Credential Performance Measure

Credential attainment is the percentage of participants enrolled in an education or training program (excluding those in OJT or customized training) attaining a recognized post-secondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program. A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant also is employed or is enrolled in an education or training program leading to a recognized post-secondary credential within one year after exit from the program.

Definitions

Recognized post-secondary credentials are awarded in recognition of an individual's attainment of measurable technical or industry/occupational specific skills necessary to obtain employment or advance within an industry/occupation. These skills are generally based on standards developed or endorsed by employers or industry associations (degrees, occupational licensure, occupational certificates, etc.).

Examples of what would count as a recognized post-secondary credential:

- An industry recognized certificate or certification (e.g. Microsoft Information Technology certificate, Certified Nursing Assistant, certificate in business administration, Certified Welder)
- Certificate of completion of an apprenticeship or youth apprenticeship
- License recognized by state or federal government (e.g. Registered Nurse, Asbestos Inspector, Cosmetologist, Master Plumber, Licensed Professional Counselor)
- Technical diploma or associate, bachelor's, or master's (graduate) degree
- Job Corps certificate of completion for career technical training

Examples of what would not count as a recognized post-secondary credential:

- Continuing Education Units (CEUs) or certificates of completion
- Work readiness certificates (e.g. completion of soft skills training)
- Workforce Development Board awarded certificates (e.g. Academy Trainings, Boot Camps)
- General skill certificates related to safety or hygiene (e.g. CPR, OSHA, Emergency Management)
- Credentials that are not industry-recognized or sought by employers in industry (e.g. local college certificates such as Professional Communication, Global Studies, Bilingual Spanish Skills)



A secondary school diploma or its state-recognized equivalent is included for accountability under the Elementary and Secondary Education Act of 1965, as amended by the Every Student Succeeds Act of 2015.

Examples of what would count as a secondary school diploma or recognized equivalent:

- High School Diploma or High School Equivalency Diploma (HSED)
- General Education Development (GED)

Example of what would not count as a secondary school diploma or recognized equivalent:

- Special education certificate

Credential Providers

A variety of different public and private entities issue recognized post-secondary credentials. Below is a list of the types of organizations and institutions that award recognized post-secondary credentials (not all credentials by these entities meet the definition of recognized post-secondary credential).

- A state educational agency or a state agency responsible for administering vocational and technical education within a State;
- An institution of higher education described in Section 102 of the Higher Education Act (20 USC 1002) that is qualified to participate in the student financial assistance programs authorized by title IV of that Act. This includes community colleges, proprietary schools, and all other institutions of higher education that are eligible to participate in Federal student financial aid programs;
- An institution of higher education that is formally controlled, or has been formally sanctioned or chartered, by the governing body of an Indian tribe or tribes;
- 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 product manufacturer or developer (e.g., recognized Microsoft Information Technology certificates, such as Microsoft Certified IT Professional (MCITP), Certified Novell Engineer, a Sun Certified Java Programmer, etc.) using a valid and reliable assessment of an individual's knowledge, skills and abilities;
- ETA's Office of Apprenticeship or a State Apprenticeship Agency;
- A public regulatory agency, which awards a credential 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., Federal Aviation Administration aviation mechanic license, or a State-licensed 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, which issues certificates for completing career training programs that are based on industry skills standards and certification requirements.



Calculation of Measure

Methodology: The calculation of measure includes all participants who exited from a program and were in either a post-secondary education or a training program (other than OJT and customized training) or in a secondary education program at or above the 9th grade level without a secondary school diploma or its equivalent.

Calculation: The number of participants who exited during the reporting period who obtained a recognized post-secondary credential during the program or within one year after exit plus those who were in a secondary education program and obtained a secondary school diploma or its recognized equivalent during the program or within one year after exit and were also employed, or in an education or training program leading to a recognized post-secondary credential within one year after exit divided by the number of participants enrolled in an education or training program (excluding those in OJT and customized training) who exited during the reporting period.

Participants included in the calculation of the Credential Attainment Indicator: Participants who exit and are in a post-secondary education or training program, or who are in a secondary education program (at or above the 9th grade level) without a secondary school diploma or equivalent, are included in the Credential Attainment Indicator, subject to the “special rule” below. However, participants enrolled in work-based OJT or customized training are excluded from this indicator because such training does not typically lead to a credential.

Special rule in calculating the Credential Attainment Indicator: Participants who obtain a secondary school diploma or its recognized equivalent must also meet an additional condition before they are counted as a successful outcome and included in the numerator of the Credential Attainment Indicator. These participants must be employed or enrolled in an education or training program leading to a recognized post-secondary credential within one year following exit.

For each core program, a description of who is considered to be enrolled in an “education or training program,” and thus included in the credential attainment indicator, follows:

Title I Adult: All adult program participants who received training that was not OJT or Customized Training are included in the Credential Attainment Indicator.

Title I Dislocated Worker: All Dislocated Worker program participants who received training that was not OJT or Customized Training are included in the Credential Attainment Indicator.

Title I Youth: All in-school youth (ISY) are included in the Credential Attainment Indicator since they are attending secondary or post-secondary school. Only out-of-school youth (OSY) participating in one of the following are included in the Credential Attainment Indicator:

- The program element occupational skills training
- Secondary education during participation in the Title I Youth program



- Post-secondary education during participation in the Title I Youth program
- Title II-funded adult education during participation in the Title I Youth program
- YouthBuild during participation in the Title I Youth program
- Job Corps during participation in the Title I Youth program

Title II AEFLA: The following AEFLA program participants are included in this measure:

- For the secondary school credential: Participants without a secondary school diploma or recognized equivalent, who were enrolled in a secondary education program at or above the 9th grade level.
- For the post-secondary credential: Participants who were co-enrolled in a post-secondary education or training program.

Title IV VR: The following VR program participants are included in this measure:

- All participants who have participated in an educational or training program leading to a post-secondary credential.
- All participants who are enrolled in secondary education and who have the attainment of a secondary school diploma or its equivalent identified on their Individualized Plan for Employment (IPE).

Exclusions from the measure: Participants who exited a program and who were enrolled in the following are excluded from the credential attainment indicator:

- a. OJT only;
- b. Customized training only; **or**
- c. Title III Employment Service program (Wagner-Peyser) only.

Also, participants who exit for any of the reasons listed in the Joint Guidance are also excluded from the credential attainment indicator.

[Joint Guidance](#)

Post-Secondary Credential Checklist: The following checklist can be used as a guide by all programs to determine if a specific post-secondary training program meets the standards of obtaining a credential as defined under WIOA. This checklist is intended only as a guide.



Post-Secondary Credential Checklist

This checklist is intended as a guide. Official determinations are to be made by the programs.

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| 1. Is the certificate awarded for recognition of an individual's attainment of measurable technical or industrial/occupation skills? These are generally based on standards developed or endorsed by employers or industry associations. | Y or N |
| 2. If certificate is not a work readiness certificate, indicate Yes . | Y or N |
| 3. Does the certificate recognize technological or industry/occupational skills for the specific industry/occupation rather than general skills related to safety, hygiene, etc. | Y or N |
| 4. If certificate is not issued by a workforce development board, indicate Yes . | Y or N |
| 5. Issued by one of the eight identified entities that issue recognized post-secondary credentials. Note: Not all credentials awarded by these entities meet the definition of credential. | |
| a. State educational agency or state agency responsible for administering vocational and technical education within a state. | |
| b. Institution of higher education as described in Sec. 102 of Higher Education Act (20 USC 1002) that is qualified to participate in the student financial assistance programs authorized by title IV of that Act. This includes community colleges, proprietary schools, and all other institutions of higher education that are eligible to participate in federal student financial aid programs. | |
| c. An institution of higher education that is formally controlled, or has been formally sanctioned or chartered, by the governing body of an Indian tribe or tribes. | Y or N |
| d. Professional, industry, or employer organization or product manufacturer or developer using a valid and reliable assessment of an individual's knowledge skills and abilities. | |
| e. ETA's Office of Apprenticeship or a State apprenticeship agency. | |
| f. A public regulatory agency that awards a credential upon an individual's fulfillment of educational or 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. | |
| g. Program approved by the Department of Veteran's Affairs to offer education benefits to veterans and other eligible persons. | |
| h. Job Corps, which issues certificates for completing career training programs that are based on industry skills standards and certification requirements. | |

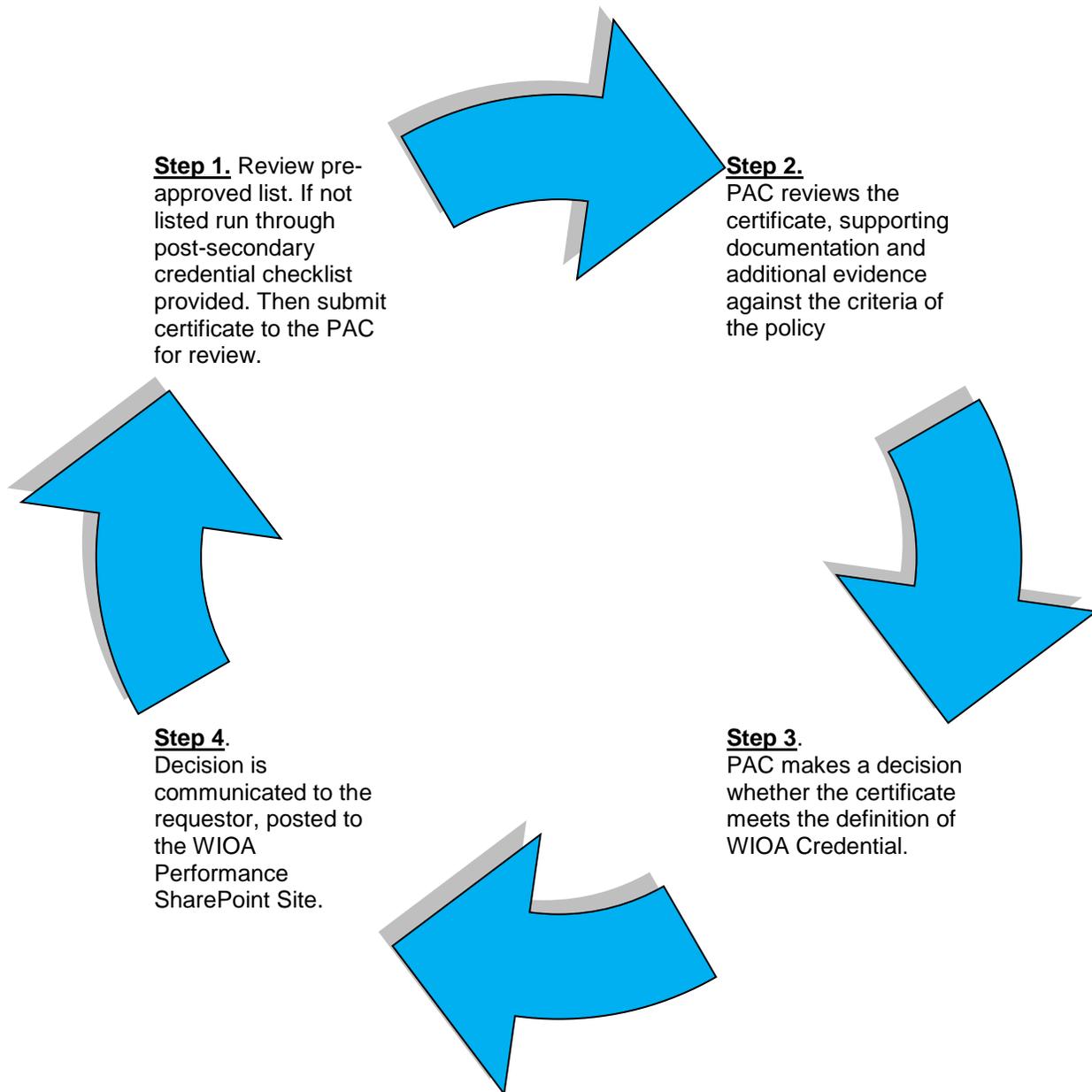
Does the Certificate meet the WIOA Definition of a Credential in TEGL 10-16/ TAC 17-01/ Memo 17-02? This is only YES if all five criteria above are marked Y.

YES	NO
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Credential Review Process

The Performance Advisory Committee, made up of representatives from each Title, is available to assist in determining if a credential will meet the standards of WIOA. To submit a credential for review, please email wisperforms@dwd.wisconsin.gov.

Conceptual Diagram of the Credential Review Process





Resources

Performance Accountability Guidance for WIOA Core Programs

- Rehabilitation Services Administration TAC 17-01:
<https://www2.ed.gov/policy/speced/guid/rsa/tac/2017/tac-17-01.pdf>
- Department of Labor TEGL 10-16: https://wdr.doleta.gov/directives/attach/TEGL/TEGL_10-16.pdf
- OCTAE Program Memo 17-02:
<https://www2.ed.gov/about/offices/list/ovae/pi/AdultEd/octae-program-memo-17-2.pdf>

Wisconsin WIOA Performance SharePoint Site:

<https://sps.dwd.state.wi.us/wioa/WIOAPerformance/SitePages/Home.aspx>

DSPS License Look-Up: <https://app.wi.gov/licensesearch>

See examples of exams at the DSPS website:

<http://dsps.wi.gov/Licenses-Permits/Credentialing/Education-Exams>

Workforce GPS: <https://www.workforcegps.org/>