eleVAte
Skills for Jobs and Business Growth

Training Program Application

A separate application form must be completed for each training program or occupational skills course of study.

1. Training Organization
2. Contact Person – Name & Title
3. Training Program or stand-alone course name
4. Program or course description

5. Year Program Established	6. Total Credit or Curriculum Hours	7. Number of training weeks or hours	8. Minimum Class Size

9. Is curriculum certified by an accrediting agency or similar national standardization program: Yes *(if yes specify)*   No
10. Description of training and skills to be obtained – *Attach training program description, include an outline of what is covered in the program and what skills are to be obtained.*
11. Which in-demand industry sectors and occupations best fit with the training program; and the average wage for the primary target occupation for which the training prepares the individual , as published by the Virginia Employment Commission, for the local area. If the in-demand sectors & occupation differ from what is defined by the region, please provide LMI Information to support the sector & occupation.
12. Does training lead to an industry recognized credential, diploma, license, or degree? *If yes, indicate which.* Yes   No
13. Is this a stackable credential, part of a sequence to move an individual along a career pathway or up a career ladder?   Yes   No
14. Was this training developed in partnership with a business?   Yes   No If yes, Name of Business(s):

15. List Businesses that support this training program:

16. Describe how you will ensure access to training services throughout the state, including rural
areas and through the use of technology:

17. Describe how you will work with the local board to serve individuals with barriers, including
individuals with disabilities:

Program Cost

18. **Registration/Pre-screening/Admissions Fees**	$
19. **Tuition** (check all items included in Tuition)	$
Books	$
Required Supplies(Tools, uniforms, etc.	$
Testing/Exam Cost	$
Licensure/Certification Cost(s)	$
Other Required Fees	$
20. **Total Cost to Complete Curriculum/Course**	**$**

Criteria for Admission

21. Describe the prerequisites or skills and knowledge required prior to the commencement of training:

22. Is a High School Diploma or GED required: Yes   No