Workforce Issuance

100 DCS 14-100-8   ☑ **Policy** ☐ **Information**

To:

MassHire Workforce Board Chairs

MassHire Workforce Board Directors MassHire

Career Center Directors

MassHire Fiscal Officers

MassHire Operations Managers

cc: WIOA State Partners

From: Beth Goguen, Director

MassHire Department of Career Services

Date: March 18, 2026

Subject: **Massachusetts Eligible Training Provider List (MA ETPL) Subsequent/Continuing Eligibility Process – Revised**

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators and other local workforce partners of a revision to subsequent eligibility (referred to as Continuing Eligibility in this document) for Individual Training Account (ITA) training provider courses. This policy applies to all courses that are listed on the MA ETPL which are courses with one or more ITA approvals. For example, if a course is approved by a special program or Grant/MOA **and** an ITA, then the policy does apply to that course. Conversely, the policy does not apply to courses that are only approved by special programs or Grants/MOAs.

This policy rescinds all previous policies regarding Subsequent Eligibility for ITA training provider courses.

Background: Previously, Eligible Training Provider (ETP) Continuing Eligibility in Massachusetts used data entered directly by the training provider to determine whether or not their training course met the State's minimums for Completion Rate and Entered Employment Rate.

Training and Employment Guidance Letter (TEGL) 08-19) requires the state to include ETP performance on WIOA performance indicators (employment 2nd & 4th quarter after exit, median earnings, credential attainment) to make that determination.

Approximately four years ago, MassHire Department of Career Services (MDCS) added a secure portal to our existing training provider application (MassHire TrainingPro) to be used by training providers that allows entry of their WIOA and non-WIOA student information for purposes of reporting the required federal annual Eligible Training Provider (ETA-9171) report. The data from this portal allows wage matching by Social Security Number (SSN) for each student and further allows the aggregation of those data to the annual ETA-9171.

MDCS will now use the ETA-9171 report data, aggregated from the TrainingPro secure Student Portal, as the data source for performance by training course to determine continuing eligibility for the ETPL. MDCS will no longer utilize the provider-entered course-level performance data.

Policy: This policy affects Continuing Eligibility for WIOA ETP-approved training courses.

Performance measures and definitions thereof to be used in Continuing Eligibility evaluation of ETPL courses beginning FY27/PY26:

- **Course Completion Rate** – of the students who exited the course, the percentage of those who completed the course (did not withdraw or transfer out)
- **Q2 After Exit Employment Rate** – of the students who exited the course, the percentage of those where a wage record match was found in their second calendar quarter after exit
- **Q2 After Exit Median Wage** – of the students who exited the course, the median wage of those students where a wage record match was found in their second calendar quarter after exit
- **Q4 After Exit Employment Rate** – of the students who exited the course, the percentage of those where a wage record match was found in their fourth calendar quarter after exit
- **Credential Attainment Rate** – of the students who exited the course, the percentage of those who attained a credential within 1 year from their exit date

The five performance measures described above will be used to determine continuing eligibility, however, only those measures with a denominator greater than zero will be used in any calculation.

In the following rollout plan, references are made to *% of Metrics Passing*; e.g., 50%. This percentage refers to the number of performance measures of the total possible calculated (those with a denominator > zero) that must meet the minimum passing value.

For example, if a course has four available performance measures (i.e., four of the five measures have a denominator greater than zero), and the percentage of *Metrics Passing* is set to **50%**, the course must meet the minimum passing values for at least two of the measures (2/4 = **50%**). This course would be approved for continuing eligibility.

As another example, if a course has two available performance measures (i.e., two of the five measures have a denominator greater than zero), and the percentage of available performance measures is set to **60%**, the course must meet the minimum passing values for **both** of the measures (2/2 = **100%**), and would be approved for continuing eligibility. Conversely, if the course only meets one of the minimum passing values, the course would not be approved for continuing eligibility (1/2 = **50%**).

MDCS will utilize a three-year rollout plan to retain as many training providers and courses as possible during this transition, while still promoting accountability:

- **FY 2027/PY 2026 (Year 1)** - continuing eligibility for a course will be evaluated wherein **50%** of available performance measures must meet or exceed the set minimum passing values, and the course will be approved for one (1) year
- **FY 2028/PY 2027 (Year 2)** – continuing eligibility for a course will be evaluated wherein **tbd%** of available performance measures must meet or exceed the set minimum passing values, and the course will be approved for one (1) year
- **FY 2029/PY 2028 (Year 3)** - continuing eligibility for a course will be evaluated wherein **tbd%** of available performance measures must meet or exceed the set minimum passing values, and the course will be approved for two (2) years (Note: providers must also be approved for 2 years)

Minimum Passing Values for Performance Measures

	Year 1	Year 2	Year 3
	FY2027	**FY2028**	**FY2029**
% of Metrics Passing:	**50%**	**tbd**	**tbd**
Minimum Passing Values:			
Course Completion Rate	70%		
Q2 Employment Rate	30%		
Q4 Employment Rate	35%		
Credential Attainment Rate	50%		
Q2 Median Wage	$4,500		

Attachment A of this policy is the report, which will be updated, that will be used to determine ETP continuing eligibility for FY2027. The report displays course-by-course performance statistics using the FY2025 ETA-9171 as the data source and uses the Year 1/FY2027 values from the above table. Applying the rules discussed in this policy, the report calculates course approval for continuing eligibility showing a percentage in green font in the right most column (e.g. **80%**) for approval, or a percentage in red font (e.g. **33%**) for non-approval.

Local boards may supplement the criteria and information requirements established by this policy in order to support informed consumer choice and the achievement of local performance indicators. However, the local board may not do so for registered apprenticeship programs.

Additional information Boards can provide may include:
- Information on programs of training services that are linked to occupations in demand in the local area;
- Performance and cost information, including program-specific performance and cost information, for the local outlet(s) of multi-site eligible training providers;
- Information that shows how programs are responsive to local requirements; and
- Other appropriate information related to the objectives of WIOA.

Please submit any additional/supplemental information for approval to PolicyQA@mass.gov along with the Course ID and Course Name.

Action
Required: Please assure that all staff responsible for reviewing ITA courses for approval/denial are informed of the content of this Issuance.

Effective: Immediately

References: Training & Employment Guidance Letter (TEGL) 08-19

Inquiries: Please email questions to PolicyAQ@mass.gov

Attachment: Continuing Eligibility Data Report