

ETPL Continuing Eligibility for the remainder of FY27 Workforce Board Approval

This guidance is provided in reference to MassWorkforce policy 100.DCS 14.106.1, specifically, 14.106.1 Attachment B (Continuing Eligibility).

The MassHire Department of Career Services has updated the approval process for the remainder of FY27 **only for** Continuing Eligibility course approval and subsequent inclusion on the Eligible Training Provider List (ETPL).

Workforce Boards should use the MOSES staff view to approve Continuing Eligibility through June 30, 2027, only for training courses that meet all of the following criteria:

- ✓ The training provider's approval currently extends through June 30, 2027;
- ✓ The course was offered during the previous program year; and
- ✓ The course is needed to accommodate participants with scheduled course start dates July 1, 2026, through June 30, 2027;
- ✓ The course meets or exceeds the 'Percent Metrics Passed' (at least 50%) in Attachment C Continuing Eligibility Data Report.

When approving a course that doesn't meet the 'Percent Metrics Passed' (at least 50%) in Attachment C Continuing Eligibility Data Report, MassHire Workforce Boards must rely on their knowledge and experience with the training provider and **include objective data in their justification** explaining why the course should continue to be approved. Supporting data may include, but is not limited to participant outcomes, completion rates, credential attainment, employment outcomes, employer demand, monitoring results, customer feedback, or other documented evidence of program quality and effectiveness.

After approving a course that doesn't meet the 'Percent Metrics Passed' (at least 50%), please submit the following information to policyQA@mass.gov:

- Course ID
- Course Name
- Justification **including the supporting data used to make the approval decision**
- **The email subject line for this submission should be "ETPL Course Approval Supplemental Information."**

Boards should retain all documentation supporting their approval decisions, as these determinations may be reviewed during state monitoring and oversight activities.