Youth Apprenticeship & Career Pathways Program Tools
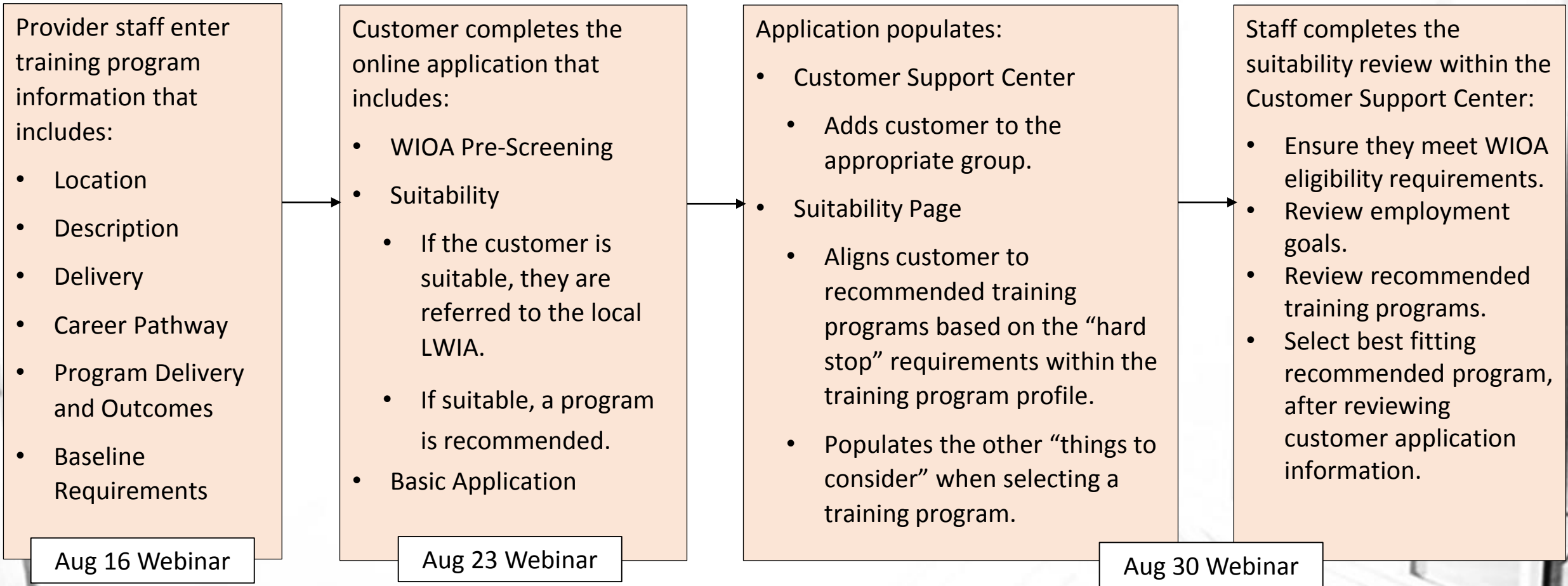
Suitability Page Overview

August 2017

Agenda

- Suitability Process Flow
  - Enter Training Program Data
  - Complete Online Suitability Application
  - Review Recommendations and Suitability Page
- Suitability Page Overview
- Next Steps

Suitability Process Flow Overview

Provider staff enter training program information that includes:

- Location
- Description
- Delivery
- Career Pathway
- Program Delivery and Outcomes
- Baseline Requirements

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Customer completes the online application that includes:

- WIOA Pre-Screening
- Suitability
  - If the customer is suitable, they are referred to the local LWIA.
  - If suitable, a program is recommended.
- Basic Application

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Application populates:

- Customer Support Center
  - Adds customer to the appropriate group.
- Suitability Page
  - Aligns customer to recommended training programs based on the "hard stop" requirements within the training program profile.
  - Populates the other "things to consider" when selecting a training program.

Staff completes the suitability review within the Customer Support Center:

- Ensure they meet WIOA eligibility requirements.
- Review employment goals.
- Review recommended training programs.
- Select best fitting recommended program, after reviewing customer application information.

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Training Program Information Data Entry

Online Suitability Application Overview

Suitability Page Overview

Next Steps

- Enter training program information.

- Use Online Suitability Application and Suitability Page

- Attend Dashboard Overview and Technical Assistance Webinar Next Week

Setting Up Your Account

1. Go to www.illinoisworknet.com and create or log into your Illinois workNet account.

2. Make sure your organization's location is set up as a partner in the Illinois workNet Service Finder.

3. Request to become a partner by sending an email to info@illinoisworknet.com. Include the following information:

   - **Reason for the email: I would like to request an Illinois workNet partner account.**

   - **Your name as it appears in your Illinois workNet account.**

   - **Name of your organization as it appears in the Illinois workNet Service Finder.**

   - **Organization address and work phone number.**

4. We will review your request, confirm your information is accurate, and provide you with a partner account.