

June 10, 2004

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 03-07
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: PRH Chapter 3: Sections 3.1 and 3.4--Requirements for Concurrent Enrollment of Job Corps Students in External and Supplemental Training and Education Programs

1. Purpose. To define requirements for the concurrent enrollment of Job Corps students in training and education programs provided by external providers.

2. Background. The Workforce Investment Act (WIA) calls for coordination among a wide variety of publicly funded workforce development programs in order to weave together a cost-efficient system of delivering services to youth and adults. Several provisions of WIA specifically call for coordination between Job Corps and other One-Stop partners to enhance recruitment, training, placement, and post-placement services provided to Job Corps students. Clearly, the intent of the legislation and the resulting regulations, policies, and requirements have supported and encouraged concurrent enrollment of Job Corps students. This expansion of training opportunities is a real benefit to Job Corps students. However, the Job Corps program must ensure, through national policy, that concurrent enrollment arrangements are appropriate and consistent with the WIA. This means ensuring that external providers supplement, **not duplicate**, education and training programs provided by Job Corps. In addition, the policies contained in this Change Notice reinforce the role of Job Corps as the primary training provider for all of its students.

Please note: Students who have been enrolled in Job Corps under previous co-enrollment agreements, prior to the effective date of these changes, will be allowed to complete the Job Corps program.

3. Explanation of Major Changes. Highlights of PRH changes are as follow:

PRH Chapter 3: Career Development Period

Section 3.1 Center Plan

- Add requirement (d) to R1, c.2, to establish the way in which centers address how supplemental services will be provided to students through concurrent enrollment and/or off-center training provider arrangements.

Section 3.14 Advanced Career Training

- Change title to "Alternative Education and Training Opportunities" to be inclusive of all concurrent enrollment/off-center training provider arrangements.
- Include requirements for three alternative opportunities:
 - Concurrent Enrollment Programs
 - Off-Center Training (OCT)
 - Advanced Career Training (ACT) Programs – add requirement (h) to R2

4. Filing Instructions.

REMOVE FROM PRH	INSERT
Chapter 3, dated, October 1, 2002	Chapter 3, dated, July 1, 2004

5. Effective Date. July 1, 2004.

6. Action Required. Addressees are to ensure that a copy of this Change Notice is distributed to the appropriate staff.

7. Inquiries. Direct any inquiries to John Chowning at 202-693-3102, or email to chowning.john@dol.gov.

Attachment

Chapter 3