

ALABAMA WORKFORCE INVESTMENT SYSTEM

Alabama Department of Commerce
Workforce Development Division
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September 4, 2018

GOVERNOR'S WORKFORCE INNOVATION DIRECTIVE NO. PY2015 – 14, Change 1

SUBJECT: Distance Learning via the Internet

1. Purpose. This Directive transmits the State's revised policy regarding distance learning via the Internet for Workforce Innovation and Opportunity Act (WIOA) Individual Training Account (ITA) participants.

2. Discussion. Under the Workforce Investment Act (WIA), the State issued a revised State policy regarding online training programs and distance learning via the Internet. The "distance learning policy" is necessary to keep up with the changing education and training programs. Training programs are offered frequently in online platforms only and in order to keep current with today's education practices, 100 percent online courses will be approved provided the training provider has a physical "brick and mortar" location in the State of Alabama. The online training course must be a required course in the occupational training being pursued by the participant. The allowable costs are for tuition, books, fees, etc. related to distance learning courses. The costs of computer(s), Internet service, and related costs necessary for distance learning are the responsibility of the participant. Training providers may request 100 percent online training programs be added to the Eligible Training Provider List.

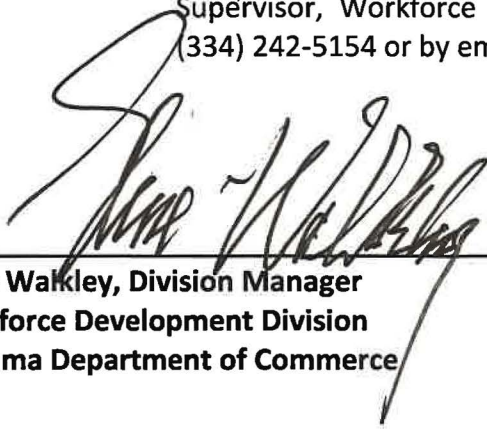
Each of the seven local workforce development areas may adopt this policy or each one may issue its own policy for participants funded with local funds.

3. Action. Staff responsible for enrollment of participants into ITA programs should ensure that this policy is adhered to in regard to online training programs or distance learning courses; or if the local workforce development area develops a local policy, it should be followed by enrollment staff. Also, it is the responsibility of the enrolling agency staff to ensure that the program meets all of the requirements noted in this policy.

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- 4. Contact.** Questions concerning this Directive should be referred to Tammy Wilkinson, Supervisor, Workforce Development Division, State Reporting Section at (334) 242-5154 or by email at tammy.wilkinson@commerce.alabama.gov.



**Steve Wakley, Division Manager
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Date