

Due August 6, 2021



NORTHERN REGION

**WIOA ELIGIBLE TRAINING PROVIDERS  
RE-CERTIFICATION FORM  
Program Year 2022**

\* Indicates Required Field

**Instructions**

1. Download this form and open in Adobe.
2. Fill in the Program name, Cost, and Oversight Agency for each approved Program/Course which you want to be considered for re-certification.
3. Check the Changes box if there are any changes to your program.
4. When all Program/Course information is entered on the Form, click the Submit button. The form will automatically attach to an email.

**\* DATE:** \_\_\_\_\_

**\* PROVIDER NAME:** \_\_\_\_\_

**\* NAME OF AUTHORIZED REPRESENTATIVE:** \_\_\_\_\_

**\* EMAIL:** \_\_\_\_\_ **\* PHONE:** \_\_\_\_\_

**\*1. List all approved programs its cost, the oversight agency, and whether any changes have been made to the program**

<u>PROGRAM</u>	<u>COST</u>	<u>OVERSIGHT AGENCY</u>	<u>CHANGES</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Need to list more programs? See Page 2

**2. Provide details of any changes made to the organization or program (i.e. address, cost, curriculum):**

**3. Verify that your information is appearing properly on the State WIOA Training Provider site. See what WIOA clients see about your organization on the following site:**

- [Virginia Statewide Directory](#) \*Click on "Training Providers" under "General Resources and Services".

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4. A Performance Data Reports (PDR) must be completed for each approved program, even if no WIOA clients were served. PDR Forms are available on The Virginia Career Works website or click [here](#).
5. If your organization does not plan to continue as an Eligible Training Provider, contact Sabrina Walker, Training Provider Coordinator, at [sabrina.walker@vcwnorthern.com](mailto:sabrina.walker@vcwnorthern.com).

List all approved programs to be renewed, its cost, and the oversight agency (con't):

<u>PROGRAM</u>	<u>COST</u>	<u>OVERSIGHT AGENCY</u>	<u>CHANGES</u>