**Integrated Education and Training Program of Study Template**

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| **Integrated Education and Training (IET):** An eligible provider’s activities provide learning in context, through integrated education and training, so that an individual acquires the skills needed to transition to and complete postsecondary education and training programs, obtain and advance in employment leading to economic self-sufficiency, and to exercise the rights and responsibilities of citizenship. The Integrated Education and Training Program of Study form will be used to describe how the eligible provider will provide, develop and implement Integrated Education and Training (IET) service approach(s). Submit a program of study form for each IET program offered and AEFLA funds can **ONLY** be used to support IET programs that are prior approved by FDOE.**Step 1.** Identify in the IET Program Type Description the area(s) of focus, model/project description, and the expected number of students enrolled in each program type, the number of weeks and hours per week. **Step 2.** Use the Shared Learning Objectives to outline an instructional unit for an IET program(s) that integrates the three elements of IET. Use the (1) Adult Education frameworks/standards for academic and literacy activities, the (2) workforce preparation activities, and (3) workforce training skills incorporated to create a shared learning objectives list for the unit.**Step 3.** Provide a description of the single set(s) of learning objectives that will guide instruction. Provide specific action steps and a timeline.**Step 4.** Identify the types of credentials of value a student may earn by participating in an IET Program.Adult education curriculum frameworks are available at <http://www.fldoe.org/academics/career-adult-edu/adult-edu>.  |
| **Agency and County covered under this Program of Study:** |
| **Step 1. IET Program(s) Type Description** |
| **Brief description of the IET program(s) offered.** |
| **Area of focus (occupational cluster, career pathway, workforce focus)** |
| **Model description (see Implementation Guide for IET model descriptions)** |
| **Program Type:** | **Expected Number of Students to be Served:**  | **Number of Weeks:** | **Hours per Week:** |
| **Adult Basic Education** |  |  |  |
| **Adult Secondary Education** |  |  |  |
| **English Language Acquisition** |  |  |  |
| **Integrated English Literacy and Civics Education (Sec. 243)** |  |  |  |
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| **Integrated Education and Training (IET)**“…a service approach that provides (1) **adult education and literacy activities *concurrently*** and ***contextually*** with (2) **workforce preparation activities** and (3) **workforce training** for a specific occupation or occupational cluster for the purpose of educational and career advancement” (*34 CFR 463.35*) |
| **Adult Education and Literacy**“…programs, activities, and services that include: (a) adult education, (b) literacy, (c) workplace adult education and literacy activities, (d) family literacy activities, (e) English language acquisition activities, (f)integrated English literacy and civics education, (g)workforce preparation activities, or (h) integrated education and training” (34CFR 463.30) | **Workforce Preparation**“…include activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in: (a)utilizing resources; (b) using information; (c) working with others; (d) understanding systems; (e) skills necessary for successful transition into and completion of postsecondary education or training, or employment; and (f) other employability skills that increase an individual’s preparation for the workforce.” (34 CFR 463.34) | **Workforce Training**“may include (i)occupational skill training…;(ii)on-the-job training;(iii)incumbent worker training…;(iv)programs that combine workplace training with related instruction…;(v)training programs operated by the private sector;(vi)skill upgrading and retraining;(vii)entrepreneurial training;(viii)transitional jobs…;(ix)job readiness training provided in combination with services…(i) through (viii);(x)adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with services described in any of clauses (i) through (vii); and(xi)customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.”WIOA Section 134(c)(3)(D) |
| **Step 2: Shared Learning Objectives Template** |
| **Academic and Literacy Activities****Include frameworks/standards** | **Workplace Preparation Activities** | **Workforce Training Skills** |
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| **Step 3. Provide a description of the single set(s) of learning objectives that will guide instruction. Include a sample of the single set of learning objectives to support the description. Provide specific action steps and a timeline.** |
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| **Step 4. Identify the credentials of value a student may earn by participating in an IET Program.** |
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