



MAKE IT IN WASHINGTON
NOT-EMPLOYED EDUCATION AGREEMENT 2016-2017



Grants Officer: Mike Brennan
Mike.Brennan@wtb.wa.gov
360 709-4616

Student Name: _____
County: _____

Washington's Workforce Board is responsible for overseeing the online training portion of the Make it in Washington (MiiW) project, funded by a \$2.7 million grant from the U.S. Department of Labor. This grant is helping manufacturing businesses across Washington pay for employee and prospective-employee training at nearly no cost.

Current funding allows specific MiiW- approved Course certificates only. MiiW Program certificates are no longer guaranteed given limits in available funding and remaining quarters/semesters of the grant. Doubling up on courses in a single semester or quarter must be pre-approved by the grant officer.

Agreement period and number of eligible student candidate:

The agreement below is valid until the end of the grant period (**Fall 2017**). Tuition will be paid by the Workforce Board upon county verification, enrollment in a MiiW-approved school, and grant officer approval. Tuition scholarships may continue for MiiW-courses depending on student performance minimums and availability of scholarship funds.

Return on investment:

The U.S. Department of Labor will evaluate the long-term economic impact of tuition-funded, online manufacturing training for Washington's employers, employees, and prospective employees. This evaluation requires the Workforce Board to ask for Social Security and date of birth information using the IRS I-9 Employment Eligibility Verification form and to collect demographic information via the MiiW survey. Tuition support comes with the following commitments:

The Not-Employed Candidate agrees to:

1. Develop an education plan in collaboration with the Project Facilitator at a MiiW-approved school;
2. Complete a college/university enrollment application and qualify for a MiiW-tuition grant from the Workforce Board;
3. Complete the IRS I-9 Employment Eligibility Verification form and MiiW-Participant Survey;
4. Enroll in classes consistent with the MiiW-education plan (summer sessions qualify if available);
5. a) At Highline and Shoreline: Maintain a 2.0 grade point average (GPA) or better for undergraduate MiiW-courses. Not meeting this requirement for two quarters will cancel MiiW-scholarship eligibility;
b) At WSU: Earn a 2.0 GPA or better for all undergraduate MiiW-courses, or earn a 3.0 GPA or better for all graduate MiiW-courses. Not meeting this requirement for two semesters will cancel MiiW-scholarship eligibility;
6. Immediately consult with the education Project Facilitator at the MiiW-approved school when issues or concerns arise with enrollment. All MiiW-course certificates must be completed by the end of the grant period;
7. Purchase and pay for any course-related supplies: books, supplements, other materials;
8. Alert the grant officer of need to drop course(s), and provide education and employment updates as change occurs.

Education partners agree to:

1. Offer industry-focused courses/credentials that support the goals of Washington's manufacturers and employees;
2. Assist the MiiW-candidate in developing a MiiW-approved education plan;
3. Help the MiiW-candidate with enrollment processes, MiiW-course selection, and determine academic eligibility;
4. Provide course completion, certificates, and degree awards upon the successful completion of a course, or courses.

The Workforce Board agrees to:

1. Pay the agreed tuition for MiiW-students enrolled in MiiW-approved courses at MiiW-approved schools;
2. Provide support and follow-up to encourage positive program experiences.



Date: _____

Student Information

Student Name: _____

Residential Address: _____

City: _____

Zip Code: _____

County: _____

Preferred Phone number: _____

Preferred Email address: _____

Previous employment title (if applicable): _____

Preferred MiiW-School and MiiW-Courses _____

If you were previously employed in manufacturing, what was being manufactured? _____

Employment/position goals (Discuss how this training will advance your career goals in manufacturing):

Student Signature:

Date: _____

Workforce Training and Education Coordinating Board:

Workforce Board Authorized Representative

Date: _____