

**Attachment I – ETA 9171 – ETP reporting template**

OMB Control Number 1205-0526  
 Expiration Date: 03-31-2021

ETA-9171

<u>Data Element No.</u>	<u>DATA ELEMENT NAME</u>	<u>DATA TYPE / FIELD LENGTH</u>	<u>DATA ELEMENT DEFINITIONS / INSTRUCTIONS</u>	<u>CODE VALUE</u>
<b>Statewide Information</b>				
100	Reciprocal Agreements with Other States (to be completed by states)	AN 112	Record two letter postal code(s) for states with which your state has reciprocal agreements. Reciprocal agreements are when your state recognizes the ETP lists for training providers in other states.  Leave blank if data element does not apply to the program.	XXXXXXXXXX
<b>Training Provider and Program of Service</b>				
101	Name of Eligible Training Provider	AN 75	Record the name of the organization deemed eligible by a state to provide training services to WIOA Adult and Dislocated Worker program participants.	XXXXXXXXXX
102	Description of Training Provider	AN 500	Report a short description of training provider. The description can include accreditation and program offerings/specialties.	XXXXXXXXXX
103	Address of Training Provider	AN 100	Report the full address of the training provider's main location, including city, state, and 5-digit zip code.  Please verify the address and zip code using the USPS address validation system: <a href="https://tools.usps.com/go/ZipLookupAction!input.action">https://tools.usps.com/go/ZipLookupAction!input.action</a>	XXXXXXXXXX

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104	Type of Entity	IN 1	<p>Record the type of training entity of the ETP as defined in 20 CFR 680.410.</p> <p>Record 1 if the provider is an institution of higher education that only awards or the majority of credentials awarded are Associate's Degrees</p> <p>Record 2 if the provider is an institution of higher education that only awards or the majority of the credentials awarded are baccalaureate or higher degrees</p> <p>Record 3 if the provider is an institute of higher education where the majority of credentials awarded are a community college certificate of completion</p> <p>Record 4 if the provider is a National Apprenticeship provider</p> <p>Record 5 if the provider is a private non-profit provider</p> <p>Record 6 if the provider is a private for-profit provider</p> <p>Record 7 if the provider is a public provider</p> <p>Record 8 if the provider is a type of institution not listed above</p>	<p>1 = Higher Ed: Associate's Degree</p> <p>2 = Higher Ed: Baccalaureate or Higher</p> <p>3 = Higher Ed: Certificate of Completion</p> <p>4 = National Apprenticeship</p> <p>5 = Private Non-Profit</p> <p>6 = Private For-Profit</p> <p>7 = Public</p> <p>8 = Other</p>
105	Name of Training Program	AN 250	Report the name of the approved training program.	XXXXXXXXXX
106	Description of Training Program	AN 500	Report a short description of approved training program. The description can include other course prerequisites (e.g., driver's license or work experience), learning outcomes, competencies gained, program accreditation, full time/part time, required books/technology, and related careers.	XXXXXXXXXX
107	URL of Training Program	AN 200	<p>Record the URL of the program-specific webpage for training seekers to find more information on approved training program. If a program-specific page is not available, record the URL of a list of all programs for the provider.</p> <p>Leave blank if no URL is available.</p>	XXXXXXXXXX

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108	Program of study – by potential outcome	IN 10	<p>Record the potential outcome of the program of study. A program of study is synonymous with a “program of training services” as defined at 20 CFR 680.420.</p> <p>Record 1 if a program of study leads to an industry-recognized certificate or certification  Record 2 if a program of study leads to a certificate of completion of an apprenticeship  Record 3 if a program of study leads to a license recognized by the State involved or the Federal Government  Record 4 if a program of study leads to an associate’s degree  Record 5 if a program of study leads to a baccalaureate degree  Record 6 if a program of study leads to a community college certificate of completion  Record 7 if a program of study leads to a secondary school diploma or its equivalent  Record 8 if a program of study leads to employment  Record 9 if a program of study leads to a measureable skill gain leading to a credential  Record 0 if a program of study leads to a measureable skill gain leading to employment</p> <p>Please provide all that apply in this field.</p>	1 = Industry-Recognized Certificate or Certification 2 = Certificate of Completion of an Apprenticeship 3 = License Recognized by the State Involved or the Federal Government 4 = Associate’s Degree 5 = A program of study leading to a baccalaureate degree 6 = Community College Certificate of Completion 7 = Secondary School Diploma or Its Equivalent 8 = Employment 9 = Measureable Skill Gain Leading to a Credential 0 = Measureable Skill Gain Leading to Employment

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109	Name of Associated Credential	AN 200	Record the specific name of certificate, certification, license, or degree participants can receive. Example: Certified Welding Inspector (CWI)  Leave blank if a credential is not associated with the program.	XXXXXXXXXX
110	Program of Study – CIP Code	IN 6	A program of study is identified through both the type of program outlined above (e.g. industry-recognized certificate) and the field of study. The taxonomy that will be used to identify fields of study will be the Classification of Instructional Programs (CIP).  The CIP code can be found here: <a href="https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55">https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55</a>  This field should represent the 6-digit CIP code, without decimal points.	XXXXXX
111	Out-of-Pocket Cost for a Non-WIOA Participant: Tuition and Required Fees	DE 8.2	Record the program's total cost of tuition and required fees for non-WIOA participants, assuming normal time to completion. Examples: Athletic center fees, technology fees, and lab fees.  Leave blank if data element does not apply to the program.	000000.00
112	Out-of-Pocket Cost for a Non-WIOA Participant: Books and Supplies	DE 8.2	Record an estimate of the program's total cost of books and supplies for non-WIOA participants, assuming normal time to completion.  Leave blank if data element does not apply to the program.	000000.00

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113	Program Length (Clock/Contact Hours)	IN 5	<p>Record the length of the program in clock/contact hours.</p> <p>Clock hours are the total number of actual hours per week a student spends attending class or other instructional activities that count toward completing a program of study.</p> <p>A clock/contact hour is defined as a 60-minute span of time with between 50 and 60 minutes of actual class instruction, which may include class, recitation, lecture, lab, training, or internship. No more than 1.0 clock hour can be assigned to any discrete 60-minute period.</p> <p>Record 99999 if the program is a competency-based program.</p>	00000
114	Program Length (Weeks)	IN 5	<p>Record the length of the program in weeks, as completed by a full time student.</p> <p>Record 99999 if the program is a competency-based program.</p>	00000
115	Program Prerequisites	IN 1	<p>Record one of the following program prerequisites for enrollment:</p> <p>Record 0 if the program has no educational requirements</p> <p>Record 1 if the program requires a high school diploma or its equivalent</p> <p>Record 2 if the program requires an Associate's degree</p> <p>Record 3 if the program requires a Bachelor's degree</p> <p>Record 4 if the program requires particular course prerequisites</p> <p>Record 5 if the program requires a combination of education and course prerequisites (For example: the program requires an Associate's degree and specific prerequisite course(s))</p>	<p>0 = None</p> <p>1 = High School Diploma or Equivalent</p> <p>2 = Associate's Degree</p> <p>3 = Bachelor's Degree</p> <p>4 = Course(s)</p> <p>5 = Combination of Education and Course(s)</p>

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116	Program Format	IN 1	<p>Indicate the format of the program:</p> <p>Record 1 if the program is in-person Record 2 if the program is online, e-learning, or distance learning Record 3 if the program is a hybrid or blended program with both online and in-person components</p>	<p>1 = In-person 2 = Online, E-learning, or Distance Learning 3 = Hybrid or Blended Program</p>
117	O*NET-SOC Code Associated with Program Occupation #1	IN 8	<p>Record an 8-digit O*NET Standard Occupational Classification (SOC) code for which this program prepares students.</p> <p>A CIP-to-SOC crosswalk can be found here: <a href="https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go">https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go</a></p> <p>This field should represent the 8-digit O*NET-SOC code, without dashes or decimal points.</p>	XXXXXXXX
118	O*NET-SOC Code Associated with Program Occupation #2	IN 8	<p>Record an 8-digit O*NET Standard Occupational Classification (SOC) code for which this program prepares students.</p> <p>A CIP-to-SOC crosswalk can be found here: <a href="https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go">https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go</a></p> <p>This field should represent the 8-digit O*NET-SOC code, without dashes or decimal points.</p>	XXXXXXXX
119	O*NET-SOC Code Associated with Program Occupation #3	IN 8	<p>Record an 8-digit O*NET Standard Occupational Classification (SOC) code for which this program prepares students.</p> <p>A CIP-to-SOC crosswalk can be found here: <a href="https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go">https://www.onetonline.org/crosswalk/CIP?s=&amp;g=Go</a></p> <p>This field should represent the 8-digit O*NET-SOC code, without dashes or decimal points.</p>	XXXXXXXX

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<b>All Individuals</b>				
120	Total Number of Individuals Served	IN 5	Record the total number of students enrolled in this program of study in the reporting period.  The aggregate number of all individuals (WIOA and non-WIOA) refers to any individual who was enrolled in a course that is part of a program of study within the reporting period.	00000
121	Total Number of Individuals Exited	IN 5	Record the total number of students who completed, withdrew, or transferred from this program of study in the reporting period.  The aggregate number of WIOA and non-WIOA exiters with the ETP within the given program of study during the reporting period.	00000
122	All Individuals: Program of Study Completed	IN 5	Record the total number of individuals (WIOA and non-WIOA) who did not withdraw or transfer out from the program of study within the reporting period.	00000
123	All Individuals: Number Employed in the second quarter after exit	IN 5	Record the total number of WIOA and non-WIOA exiters who were in the 2nd quarter after exit and have been determined to be in unsubsidized employment through a wage record match or other supplemental means within the reporting period.	00000
124	All Individuals: Number Employed in the fourth quarter after exit	IN 5	Record the total number of WIOA and non-WIOA exiters who were in the 4th quarter after exit and have been determined to be in unsubsidized employment through a wage record match or other supplemental means within the reporting period.	00000

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125	All Individuals: Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	DE 8.2	<p>For all individuals in this program of study who were employed in the 2nd quarter after exit during the reporting period , report the wage that is at the midpoint between the highest and lowest wage earned in the second quarter after exit. This indicator also includes individuals who are verified to be self- employed.</p> <p>Record 999999.99 if data is not yet available for this item.</p>	0000000.00
126	All Individuals: Credential Attainment (Numerator)	IN 5	<p>Record the total number of those WIOA and non- WIOA exiters who completed the program of study AND attained a credential associated with the program of study within one year after exit from the program.</p> <p>This includes individuals enrolled in this program of study who:  Attained a recognized postsecondary credential during the program or within one year after exit from the program; OR  Attained a secondary school diploma or its recognized equivalent during the program or within one year after exit AND who were also employed or enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program.</p>	00000
127	All Individuals: Average Earnings (Q2)	DE 8.2	<p>Average earnings of individuals in the program of study who are in unsubsidized employment during the second quarter after exit.</p> <p>Record average total earnings for the second quarter after exit.</p> <p>Record 999999.99 if data is not yet available for this item.</p>	0000000.00

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128	All Individuals: Average Earnings (Q4)	DE 8.2	Average earnings of individuals in the program of study who are in unsubsidized employment during the fourth quarter after exit.  Record average total earnings for the fourth quarter after exit.  Record 999999.99 if data is not yet available for this item.	0000000.00
<b>WIOA Participants</b>				
133	Total Number of WIOA Participants	IN 5	Record the total number of WIOA participants, as defined at 20 CFR part 677.150(a), who received training services in this program of study through the WIOA adult or dislocated worker programs during the reporting period.	00000
134	Total Number of WIOA Exiters	IN 5	Record the total number of WIOA participants, as defined at 20 CFR 677.150(a), who received training services in this program of study through the adult or dislocated worker programs and who completed, withdrew, or transferred from this program of study in the reporting period.	00000
135	Total Number of WIOA Participants served with an Individual Training Account (ITA)	IN 5	Record the total number of participants as defined at 677.150(a), who have been identified in the program of study and as receiving WIOA Title I funding via an ITA during the reporting period.	00000
136	Total Number of WIOA Exiters served with an ITA	IN 5	Record the total number of WIOA participants, as defined at 677.150(a), who received training services in this program of study through a funded ITA and who completed, withdrew, or transferred from this program of study in the reporting period.	00000

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137	WIOA Participants: Program of Study Completed	IN 5	Record the total number of WIOA participants who did not withdraw or transfer out from the program of study within the reporting period.	00000
138	Cost Per WIOA Participant Served (Numerator) (to be completed by States)	DE 8.2	Record the aggregate summation of all WIOA ITA funds expended by the state for all WIOA participants, in all programs of study, within the reporting period.	0000000.00
<b>WIOA Participants - Outcomes</b>				
139	WIOA Exiters: Total number employed in the second quarter after Exit (Numerator)	IN 5	Record the total number of WIOA exiters who have been determined to be in unsubsidized employment through a wage record match or other supplemental means within the second quarter after Exit.	00000
140	WIOA Exiters: Total number employed in the fourth quarter after Exit (Numerator)	IN 5	Record the total number of WIOA exiters who have been determined to be in unsubsidized employment through a wage record match or other supplemental means within the fourth quarter after Exit.	00000
141	WIOA Exiters Median Earnings in the second quarter after Exit	DE 8.2	For all WIOA exiters in this program of study who exited during the reporting period, report the quarterly earnings that is at the midpoint between the highest and lowest quarterly earnings in the second quarter after exit. This indicator also includes WIOA exiters who are verified to be self-employed.	0000000.00

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142	WIOA Participants: Credential Attainment (Numerator)	IN 5	Record the total number of those WIOA exiters who attained a credential within one year after exit from the program.  This includes WIOA Participants enrolled in this program of study who: Attained a recognized postsecondary credential during the program or within one year after exit from the program; OR Attained a secondary school diploma or its recognized equivalent during the program or within one year after exit AND who were also employed or enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program.	00000
<b>WIOA Participants – Characteristics<sup>1</sup></b>				
143	<16	IN 5	Number of WIOA participants in this program of study who are less than 16 years old at program entry.	00000
144	16 - 18	IN 5	Number of WIOA participants in this program of study who are age 16 - 18 at program entry.	00000
145	19 - 24	IN 5	Number of WIOA participants in this program of study who are age 19 - 24 at program entry.	00000
146	25 - 44	IN 5	Number of WIOA participants in this program of study who are age 25 - 44 at program entry.	00000
147	45 - 54	IN 5	Number of WIOA participants in this program of study who are age 45 - 54 at program entry.	00000
148	55 - 59	IN 5	Number of WIOA participants in this program of study who are age 55 - 59 at program entry.	00000
149	60+	IN 5	Number of WIOA participants in this program of study who are age 60+ at program entry.	00000
150	Male	IN 5	Number of male WIOA participants in this program of study at program entry.	00000
151	Female	IN 5	Number of female WIOA participants in this program of study at program entry.	00000

<sup>1</sup>Additional technical specifications can be found in form ETA - 9169 that provide detail about which WIOA PIRL (ETA-9170) data elements are used to define WIOA participant characteristics and barriers to employment.

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152	Asian	IN 5	Number of Asian WIOA participants in this program of study at program entry.	00000
153	Black or African American	IN 5	Number of Black or African American WIOA participants in this program of study at program entry.	00000
154	Hispanic or Latino	IN 5	Number of Hispanic WIOA participants in this program of study at program entry.	00000
155	Native Hawaiian or Other Pacific Islander	IN 5	Number of Native Hawaiian or Other Pacific Islander WIOA participants in this program of study at program entry.	00000
156	American Indian or Alaska Native	IN 5	Number of American Indian or Alaska Native WIOA participants in this program of study at program entry.	00000
157	White	IN 5	Number of White WIOA participants in this program of study at program entry.	00000
158	More Than One Race	IN 5	Number of WIOA participants having origins in more than one racial category in this program of study at program entry.	00000
<b>WIOA Participants - Barriers to Employment<sup>2</sup></b>				
159	Displaced Homemakers	IN 5	Number of WIOA participants in this program of study who are displaced homemakers at program entry.	00000
160	Low-Income Individuals	IN 5	Number of WIOA participants in this program of study who are low income individuals at program entry.	00000
161	Individuals with Disabilities, including youth	IN 5	Number of WIOA participants in this program of study who are individuals with disabilities, including youth, at program entry.	00000
162	Ex-offenders	IN 5	Number of WIOA participants in this program of study who are ex-offenders at program entry.	00000
163	Homeless Individuals or runaway youth	IN 5	Number of WIOA participants in this program of study who are homeless individuals or runaway youth at program entry.	00000

<sup>2</sup>WIOA also defines 2 other "Barriers to Employment" that are collected here as part of the WIOA participant characteristics: "Indian, Alaska Natives, and Native Hawaiians" and "Older Individuals (55+)"

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164	Youth who are in or have aged out of the foster care system	IN 5	Number of WIOA participants in this program of study who are youth up to age 24 who have ever been in, or have aged out of the foster care system, at program entry.	00000
165	English Language Learners, Low Levels of Literacy, Cultural Barriers	IN 5	Number of WIOA participants in this program of study who are English language learners, individuals who have low levels of literacy, or who face substantial cultural barriers at program entry.	00000
166	Migrant and Seasonal Farmworkers	IN 5	Number of WIOA participants in this program of study who are migrant or seasonal farmworkers at program entry.	00000
167	Exhausting TANF within 2 years (Part A Title IV of Social Security Act)	IN 5	Number of WIOA participants in this program of study at program entry who will exhaust TANF (Part A Title IV of the Social Security Act) within 2 years.	00000
168	Single Parents (Including single pregnant women)	IN 5	Number of WIOA participants in this program of study who are single parents or single pregnant women at program entry.	00000
169	Long-term Unemployed (27 or more consecutive weeks)	IN 5	Number of WIOA participants in this program of study who are long-term unemployed at program entry.	00000

Public Burden Statement (1205-0526)

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's reply to these reporting requirements is required to obtain or retain benefits (Workforce Innovation and Opportunity Act, Section 185(a)(2)). Public reporting burden for this collection of information is estimated to range between 15 and 360 minutes which averages 187.5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate to the Office of Policy Development and Research • U.S. Department of Labor • Room N-5641 • 200 Constitution Ave., NW, • Washington, DC • 20210. Do NOT send the completed 9171 application to this address.