

## Florida Integrated Education and Training Program of Study Form

<b>Agency Contact Name:</b>	<b>Email:</b>	<b>Program Location:</b>
-----------------------------	---------------	--------------------------

**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).

**Step 1.** Identify a brief description of the program, the area(s) of focus, instructional model, the expected number of students enrolled in each program type, the number of weeks and hours per week. Remember that if you are applying for IELCE (Sec. 243), you should include ESOL standards from the curriculum frameworks.

**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. **Adult education curriculum frameworks are available at <http://www.fldoe.org/academics/career-adult-edu/adult-edu>.**

**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. Be sure to use the COVs to the [Secondary](#) or [Postsecondary](#) Master Credential List.

**Step 1. IET Program(s) Type Description**

**Brief description of the IET program(s) offered**

**Area of focus (career/occupational cluster, career pathway, workforce focus)**

**Instructional model description (See [Implementation Guide for IET](#) model descriptions. Choose from: Fully integrated/co-teaching, partially integrated, one instructor, employer/community partners)**

**Florida Integrated Education and Training Program of Study Form**

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 (IELCE-Sec. 243)			

**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)

**Florida Integrated Education and Training Program of Study Form**

<p><b>Adult Education and Literacy</b>                  "...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)</p>	<p><b>Workforce Preparation</b>                  "...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)</p>	<p><b>Workforce Training</b>                  "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)</p>
--	--	--

**Step 2: Shared Learning Objectives Template**

<b>Academic and Literacy Activities</b> <u>*Include frameworks/standards</u>	<b>Workplace Preparation Activities</b>	<b>Workforce Training Skills</b>

**Florida Integrated Education and Training Program of Study Form**

**Step 3. Include the single set of learning objectives that will be used. Provide specific action steps and a timeline.**

**Step 4. Identify the credentials of value (COV) a student may earn by participating in an IET Program. Be sure to link the COVs to the [Secondary](#) or [Postsecondary](#) Master Credential List.**