

TO: Oregon Eligible Training Providers
FROM: Jordana Barclay, Project Manager
SUBJECT: Eligible Training Provider Performance Reporting Requirements
DATE: December 3, 2018

You are receiving this memo because your organization has educational or training programs on Oregon's [Eligible Training Provider List](#).

As part of the initial application to be an Eligible Training Provider, training providers agree to the [Data Collection and Sharing](#) requirements that your organization will collect and report student record data. On August 31, 2018, the US Department of Labor released guidance to States on performance reporting of Eligible Training Providers (ETP). Unless federal guidance changes in the interim, submission of Oregon's ETP performance reports must be submitted by October 1, 2019.

In order for the State of Oregon to successfully report ETP performance, all Eligible Training Providers must submit student level data to the State beginning July 2019. This report will require only data collected in Program Year 2018 (July 1, 2018 – June 30, 2019) and does not require performance information to be collected prior to July 1, 2018. Data must be reported on all students served by the program of study, even those that are not Workforce Innovation and Opportunity Act (WIOA) participants. Registered Apprenticeship providers are not required to report performance information.

This memo serves as a reminder that data collection requirements committed to in the Data Collection and Sharing section of the application should be in place in order for data reporting to the State to be completed. While the secure data collection portal is under development, please ensure that you are able to collect the data required in preparation for this report. The following chart indicates the performance reporting requirements and the corresponding data element training providers are required to submit for each training program on the ETPL:

Data element required	Data element needed from Training Provider
Number of students beginning training program	Actual count
Number of students completing training program	Actual count
Number of students obtaining a credential within one year after program completion	Actual count
Number of students employed second quarter after exit (or training completion)	Social Security number
Number of students employed fourth quarter after exit (or training completion)	Social Security number
Median hourly wage at placement	Social Security number
Student demographics (WIOA participants only)	Social Security number

If you have any questions about the reporting requirements, please email Jordana.Barclay@oregon.gov or call 503.947.3031.