



Dear Training Applicant:

I understand you are interested in getting approval for a training scholarship. The training scholarships are Workforce Innovation and Opportunities Act (WIOA) funds, and under this law, each training applicant has “**customer choice**” in determining the training vendor and curriculum requested that supports qualifying for a current position in the five county area: Kent, Queen Anne’s, Talbot, Caroline and Dorchester counties. The training vendor must adhere to the rules of the Eligible Training Provider List (ETPL) to be eligible for WIOA funds.

We would like to document that you have been given the information you need to make an informed decision about where and from which vendor you desire receiving your relevant training certification. As a part of this compliance, please give us this assurance that you are making the choice to set forth on your training with informed consent.

Most training vendors have available job-connecting information regarding career pathways and upward mobility regarding your choice. Our hope is that you are confident about your success in your chosen field and are looking forward to completing your qualifying training plan so that employment is your next step!

Please contact me directly if you have any questions or concerns.

Sincerely,

Career Navigator

I have reviewed the available training vendors on the Eligible Training Provider List (ETPL), and understand the choices I have regarding informed choice.

Name of applicant

Signature

Training choice is _____

Vendor _____