Accessing Eligible Training Provider List (ETPL through Maryland Workforce Exchange (MWE): Step-by-Step Guide

Navigation:

- 1. Visit: <u>MWE Homepage</u>
- 2. Under "Job Seekers" select "Education and Training"
- 3. Explore ETPL Options:
 - ETPL Approved Programs (Full List Displays)
 - Training Providers and Schools (Search by Provider)
 - Training and Educational Programs (Search by Program)



Full ETPL List:

ETPL Approved Programs:

- a) Explore Full Program Listing:
 - The page displays a comprehensive list of ETPL programs.
 - Click on column headings (Program, Leads To, Provider, Address, City, State, Zip, Program Cost) to sort the list.
- b) Print or Save the List:
 - Click the "Print" link to print or save the list to an Excel spreadsheet or PDF.

Customized Search ETPL Lists:

A. Training Provider and School Search

- a) Set Search Criteria:
- b) Ensure "Workforce Innovation & Opportunity Act Eligible Training Provider" is set to "Eligible Providers."
 - Refine Search -Complete additional filters to tailor your search according to your preferences.
- c) Initiate Search -
 - Click the "Search" button.
- d) View Results:
 - The results page displays programs based on your criteria.

B. Training and Education Programs

a) Set Search Criteria:

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- b) Ensure "Program is eligible for financial assistance under the Workforce Innovation & Opportunity Act (WIOA)?" is set to "Yes."
 - Complete additional filters to tailor your search according to your preferences.
- c) Initiate Search:

• Click the "Search" button.

d) View Results:

- The results page displays programs based on your criteria.
- Programs are presented in both Summary and Detailed views.
- Utilize the Action column on the Detailed page for functions such as:
- View Program Details
- Explore additional programs by the same provider
- Conduct program comparisons

By following these step-by-step instructions, users can effectively navigate the Maryland Workforce Exchange to access detailed information on ETPL programs, enabling them to make informed decisions about their career and education options.