

TENCO WORKFORCE DEVELOPMENT BOARD**Policy No. 28****Training Limitations****Effective:06-16-03****Revision: June 28, 2005; February 18, 2009; May 16, 2012****Reviewed – no changes: April 24, 2014****Revision: March 2, 2021**

Participants seeking assistance from the TENCO Workforce Development Board may receive a maximum of two years of funding per training. Participants may be eligible for more than one training opportunity if all policies and criteria are met.

Exceptions for participants exceeding the maximum years of funding will be considered for the following reasons:

- A program of study has required pre-requisite courses. One additional semester of training (the semester prior to admissions) may be allowed to complete the required pre-requisite courses.
- Additional credit hours are required to successfully complete the approved training program and additional funding is available. The participant must have enrolled in WIOA with the ability to complete in two years. Successful completion is defined as: Attainment of a credential "diploma, degree, certificate or license".

Career Counselors and WDA Administrative staff will review the rationale for the request to extend training in order for the participant to successfully complete their program of study. Approval is required prior to obligating additional funds. All obligations and extension of obligations are based on the availability of funds.