



Content

1. What is the Eligible Training Provider System (ETPS)?	2
2. How can I view the ETPS list?	2
3. Do providers have to list all of their programs?	2
4. What is the Workforce Innovation & Opportunity Act (WIOA) and what does it have to do with ETP?	2
5. Who is eligible to become an ETP?	2
6. Can out-of-state providers/programs be included on Missouri ETPS?	3
7. Is there a fee charged for being on ETPS?	3
8. What information do I need to complete a program application?	3
9. Why become an ETP?	3
10. How do I get started?	3
11. Who is responsible for maintaining information in ETPS?	3
12. What is the definition of an update?	3
13. Can a provider have more than one registered user?	3
14. Who do I contact with questions?	4
15. How often does a registered apprenticeship have to update?	4
16. What is a Reciprocal Agreement?	4
17. What is the link needed to logon to ETPS?	4



For additional information about Missouri Department of Higher Education and Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at jobs.mo.gov or (888) 728-JOBS (5627).

Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services are available at 711.



1. What is the Eligible Training Provider System (ETPS)?

The Missouri Eligible Training Provider System (ETPS) is a web based application that allows a training institution to submit an online application to become a Workforce Innovation and Opportunity Act (WIOA) eligible training provider of postsecondary occupational training programs. The Department of Higher Education and Workforce Development maintains the State list of eligible training providers and approved programs.

ETPS was established in compliance with the Workforce Investment Act (WIA) on 1998 and amended by the Workforce Innovation and Opportunity Act (WIOA) of 2014 to provide customer- focused employment training resources for adults and dislocated workers.

2. How can I view the ETP list?

To view the current ETPS list of providers and approved programs go to <https://jobs.mo.gov/jobseeker/training-and-education> and click on **MoSCORES** on the right hand side of the webpage.

3. Do providers have to list all of their programs?

No, it is up to each training provider to decide which in-demand programs they want considered for WIOA eligibility.

4. What is the Workforce Innovation and Opportunity Act (WIOA) and what does it have to do with ETPS?

The Workforce Innovation and Opportunity Act (WIOA) took effect July 22, 2014, providing federal workforce funding to assist individuals who meet certain criteria for enrollment into a postsecondary school. WIOA mandates that each state have an eligible training provider list (or system, as it is called in Missouri) so the consumer can research career and training options suitable to their interests.

The Missouri Department of Higher Education and Workforce Development offers an online, searchable list of education and training providers called MoSCORES that displays programs that are approved for WIOA or other federal funding. MoSCORES offers many education and training programs, and is continuously updated through the ETPS portal to provide accurate information on approved eligible programs of postsecondary institutions.

5. Who is eligible to become an ETP?

Post-secondary institutions and organizations may apply to become an ETP. The following criteria must be met:

- Offer education or training programs as a public or private school, training organization, or faith-based organization.
- Provide training or education programs accredited or approved by the Federal Office of Apprenticeship as a registered program.
- Provide program curriculum that leads to a license, certificate, associate degree, bachelor degree, secondary school diploma or its equivalent, measurable skills gain or employment.
- Provide staff as Equal Employment Opportunity and follow application elements, including assurances for ongoing compliance.



For additional information about Missouri Department of Higher Education and Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at jobs.mo.gov or (888) 728-JOBS (5627).

Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services are available at 711.



6. Can out-of-state providers/programs be included on Missouri ETPS?

Yes, ETPS will list education and training programs determined eligible by the Missouri ETPS Coordinator. Out-of-state providers who apply in Missouri will be considered as long as the provider and their programs are WIOA approved in the state in which it is physically located, such as the headquarters. Search the [Service Locator](#) for other state's lists.

7. Is there a fee charged for being on ETPS?

There is no fee for applying or being listed as an approved ETP on the Missouri Eligible Training Provider System.

8. What information do I need to complete a program application?

For a complete list of application information needed, refer to the list of *ETPS Application Elements – Appendix A* found in the *ETPS Policy & Procedures Guidance* under the *Resources for ETPS Providers* section on the [ETPS Provider webpage](#). We recommend that you gather all of the information needed to save time in completing the online application.

9. Why become an ETP?

Your name and programs may be listed on the publicly accessible MoSCORES online, searchable database. You may receive referrals for potential students from Missouri Job Centers and you may receive funding to train WIOA eligible individuals.

10. How do I get started?

The process is simple and we are available to assist you.

- Training and education providers who want to become an ETP must first create a Mo Login account and request access to your institution or company's ETPS account.
- Once your MO Login account is created and you have been granted access to your institution/company ETPS account, you will receive email confirmation.
- Training providers may login and complete an online training program application for approval.

11. Who is responsible for maintaining information in ETPS?

Each training provider is responsible for maintaining their ETPS account(s).

12. What is the definition of an update?

An update can be anything that has changed and needs to be updated. This includes but is not limited to phone numbers, tuition, fees, books, supplies, program offering, cost effective dates or web address of program information. ***A training provider's application must be reviewed bi-annually for any needed updates.***

13. Can a provider have more than one registered user?

Yes. Each user will need to create their own MO Login account and request access to the training provider's ETPS account. The ETPS Coordinator will grant access to the ETPS account and an email confirming that the user now has access will be generated and sent by ETPS.



For additional information about Missouri Department of Higher Education and Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at jobs.mo.gov or (888) 728-JOBS (5627).

Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services are available at 711.



14. Who do I contact with questions?

Contact the ETPS Coordinator by email at trainingprovideradmin@dhewd.mo.gov or call 1-573-751-3538 for assistance.

15. How often does a registered apprenticeship have to update?

Effective July 22, 2014, if registered apprenticeship programs remain registered with the U.S. Department of Labor, Office of Apprenticeship, it will remain on ETPS and will not have to update unless there is a change in the provider and/or program information. We do ask that you review the application bi-annually for this purpose to ensure an accurate program list for the local communities and the Missouri Job Centers to review. Registered apprenticeship programs are not required to track or report performance.

16. What is a Reciprocal Agreement?

A Reciprocal Agreement is an agreement with another state that states that any program that is approved and on its Eligible Training Provider List (ETPL) is assured to be approved for WIOA enrollment by Missouri training recipients. Reciprocal agreements broaden the choice of training options and training locations available for Workforce Innovation and Opportunity (WIOA) funded individuals. To see a list of states that Missouri currently has an agreement with, go to the ETPS Provider webpage and click on the link under **Reciprocal Agreements**.

17. What is the link needed to logon to ETPS?

The link to login to ETPS is <https://etps.mo.gov/etps>. Please note that ETPS is a web based system and trying to save the link to favorites may not work.



For additional information about Missouri Department of Higher Education and Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at jobs.mo.gov or (888) 728-JOBS (5627).

Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services are available at 711.

