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For additional information about Missouri Division of Workforce Development services, contact a Missouri Career Center near you. Locations and additional information are available at [jobs.mo.gov](http://jobs.mo.gov) or (888) 728-JOBS (5627).

Missouri Division of Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri TTY users can call (800) 735-2966 or Missouri Relay 7-1-1.



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

The Missouri Eligible Training Provider System (ETPS) list 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 eligible training provider list?**

To view the current list of schools and approved programs go to the [ETPS provider webpage](#) and click on ‘Search for a Training Provider and Eligible Program’ link under Related Resources.

**3. Do schools 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 1, 2015, 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 Division of Workforce Development offers the ETPS as an online, searchable list of education and training providers who offer programs that are approved for WIOA or other federal funding. The ETPS list offers many education and training programs, and is continuously updated to provide accurate information on approved eligible programs of postsecondary institutions.

**5. Who is eligible to become an Eligible Training Provider (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 apprenticeship program 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 certificate, associate’s degree, bachelor’s degree, or a competency skill recognized by employers in an apprenticeship.
- Provide staff as Equal Employment Opportunity and follow application elements, including assurances for ongoing compliance and student occupational placement performance.



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

Yes, ETPS will list education and training programs determined eligible by the Missouri ETPS Coordinator. Out-of-state schools who apply in Missouri will be considered as long as the school is 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 on the ETPS list.

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

For a complete list of application information needed, refer to the 'ETPS Application Elements' in the Related Resources section. We recommend that you gather all of the information you will need to complete the online application. It will save you time to have everything you need right in front of you.

**9. Why become an eligible training provider (ETP)?**

By joining the list of education and training providers you are listed on the publicly accessible ETPS 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. Training and education providers who want to become an ETP must first create a MO Login account and request access to your school's ETPS account. Once you have been granted access, you will receive email confirmation. Approved training providers can then login and complete an online training program application for approval.

**11. Who is responsible for maintaining my information in ETPS?**

Each training provider is responsible for maintaining their school ETPS account.

**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, supplies, program offering, cost effective dates, web address of program information. A training provider's application must be reviewed annually for any needed updates.

**13. Can my school have more than one registered user?**

Yes. Each user will need to create their own MO Login account and request access to their approved training provider.

**14. Who do I contact with questions?**

Contact the ETPS Coordinator by email at [trainingprovideradmin@ded.mo.gov](mailto:trainingprovideradmin@ded.mo.gov) or call 1-855-269-5594 for assistance.



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**15. We are an apprenticeship program, how often do we have to update?**

Effective July 1, 2015, if your apprenticeship programs remain registered with the U.S. Department of Labor, Office of Apprenticeship, you 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 annually for this purpose to ensure an accurate program list for the local communities and the Missouri Job Centers to review. Apprenticeship programs are not required to track or report performance.



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