

## Shared Learning Objectives Template for Integrated Education and Training (IET)

### Integrated Education and Training (IET)

“...a service approach that provides (1) **adult education and literacy activities** *concurrently* and *contextually* with (2) **workforce preparation activities** and (3) **workforce training** for a specific occupation or occupational cluster for the purpose of educational and career advancement”  
(34 CFR 463.35)

#### 1. Adult Education and Literacy

“...programs, activities, and services that include: (a) adult education, (b) literacy, (c) workplace adult education and literacy activities, (d) family literacy activities, (e) English language acquisition activities, (f) integrated English literacy and civics education, (g) workforce preparation activities, or (h) integrated education and training”  
(34 CFR 463.30)

#### 2. Workforce Preparation

“...include activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in: (a) utilizing resources; (b) using information; (c) working with others; (d) understanding systems; (e) skills necessary for successful transition into and completion of postsecondary education or training, or employment; and (f) other employability skills that increase an individual’s preparation for the workforce.” (34 CFR 463.34)

#### 3. Workforce Training

“may include  
(i) occupational skill training...;  
(ii) on-the-job training;  
(iii) incumbent worker training...;  
(iv) programs that combine workplace training with related instruction...;  
(v) training programs operated by the private sector;  
(vi) skill upgrading and retraining;  
(vii) entrepreneurial training;  
(viii) transitional jobs...;  
(ix) job readiness training provided in combination with services...(i) through (viii);  
(x) adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with services described in any of clauses (i) through (vii); and  
(xi) customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.”  
WIOA Section 134(c)(3)(D)

**Instructions:** Use the template below to outline an **instructional unit, activity,** or a **contextualized class project** for an IET program that integrates the three elements of IET. Use the (1) CCRS and ELPS for academic and literacy activities, the (2) WIOA definition above for workforce preparation activities (in addition to your own experiences with workforce preparation), and (3) your training provider partner’s job and/or occupational training competencies to create a shared learning objectives list for the unit or project.

<b>Context (occupation, life skills focus, workplace focus)</b>		
<b>Time frame (weeks &amp; hours/week)</b>		
<b>Unit / Activity /Project description, including outcome(s)</b>		
<b>Shared Learning Objectives List Template</b>		
<b>Academic &amp; Literacy Activities (CCRS<sup>1</sup> &amp; ELPS<sup>2</sup>)</b>	<b>Workplace Preparation Activities</b>	<b>Occupational/Training Skills</b>

<sup>1</sup> Pimentel, S. (2013). College and Career Readiness Standards. Report available at <http://lincs.ed.gov/publications/pdf/CCRStandardsAdultEd.pdf>

<sup>2</sup> American Institutes for Research. (2016). English Language Proficiency Standards. Report available at <https://lincs.ed.gov/publications/pdf/elp-standards-adult-ed.pdf>