

24.11 VOCATIONAL EDUCATIONAL TRAINING (VT)/COLLEGE (CL)

A. VOCATIONAL EDUCATIONAL TRAINING

Vocational Educational Training includes organized educational programs that are directly related to the preparation of individuals for employment in current or emerging occupations requiring training other than a baccalaureate or advanced degree. This activity is limited to those programs that prepare participants for **one** specific trade, occupation, or vocation. This training is conducted in a non-work site or classroom setting. Vocational Educational Training programs should be limited to activities that give individuals the knowledge and skills to perform a specific occupation. These programs, while they may last longer than 12 months, and are in an approved Vocational Educational Training program, may not be counted for participation purposes for more than 12 months. Participants in Vocational Educational Training must be supervised daily.

For distance learning, countable participation hours only include classes which allow for monitoring of the participant while logged in and summarize what is achieved during the period engaged.

Although Vocational Educational Training may only be used for 12 months to meet Federal participation requirements, a participant in **one** program that lasts longer than 12 months who continues to make good progress must be allowed to complete the course of training. Participants meeting these requirements must not be placed in additional activities while they continue to make satisfactory progress in their course of study. Vocational training exceeding 18 months must be approved by the DFA Policy Unit.

Some Vocational Associate Degree Programs may combine coursework with actual work. For these courses the actual work placements may be counted as On-the-Job Training, if paid, or Work Experience if unpaid.

Masters or Doctorate programs must not be counted as VT for any period of time.

Vocational Educational Training must be provided by education or training organizations, which include but are not limited to:

- Vocational-technical schools
- Community Colleges
- Postsecondary institutions
- Proprietary schools