

ALABAMA WORKFORCE INVESTMENT SYSTEM

**Office of Workforce Development
401 Adams Avenue
Post Office 5690**

January 5, 2011

Montgomery, Alabama 36103-5690

GOVERNOR'S WORKFORCE DEVELOPMENT DIRECTIVE NO. PY2001-05, Change 03

SUBJECT: Distance Learning via the Internet

1. Purpose. This Directive transmits a revision to the State's policy regarding distance learning via the Internet.

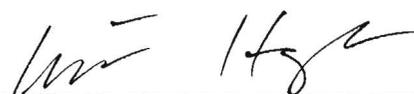
2. Discussion. On August 9, 2001, the State's policy for distance learning via the Internet was issued. Each local area had the option to adopt the State's policy or develop one of its own. This policy has been in effect for over nine years now; and with the greatly expanded availability and use of on-line classes during this timeframe, the policy is being revised to be more in tune with current class offerings by the Workforce Investment Act (WIA) Eligible Training Providers. The policy is being revised to allow up to 50 percent of required courses to be taken via the Internet.

Taking 100 percent or a large percentage of courses offered via the Internet by a training provider that may be hundreds or thousands of miles away was and is not intended to be a part of the distance learning policy. The policy is to physically enroll and take at least 50 percent of required courses on campus and not take more than 50 percent of required courses via the Internet all of which must be with the same training provider.

The three local areas (Alabama Workforce Investment Area; Mobile Works, Inc.; and Jefferson County Local Workforce Investment Area) may adopt this policy change or each one may issue its own policy (as the AWIA did on February 9, 2010) for participants funded with local funds.

3. Action. Staff responsible for enrollment of participants into state level (Governor's Set Aside Funds – usually Rapid Response served dislocated workers) programs should ensure that this policy is adhered to in regard to distance learning courses. Also, it is the responsibility of the enrolling agency staff to ensure that the program meets all of the requirements stipulated in the initial policy and changes issued thereto.

4. Contact. Any questions regarding this Directive should be referred to Bill Hornsby, Supervisor, Workforce Development Division, State Programs and Divisional Budget Management Section. (Telephone: (334) 242-5847 or Email: bill.hornsby@adeca.alabama.gov).



Matthew Hughes, Director
Governor's Office of Workforce Development



Date

OFFICE OF THE GOVERNOR

BOB RILEY
GOVERNOR



STATE OF ALABAMA

OFFICE OF WORKFORCE DEVELOPMENT

DR. MATTHEW HUGHES
DIRECTOR

MEMORANDUM #2010-FLDSVC-002

DATE: February 9, 2010

TO: Area Managers, Career Center Managers

FROM: Don Fisher
Associate Director of Field Services

RE: Distance Learning via the Internet - Alabama Workforce Investment Area
(AWIA) Directive No. PY 02-05, February 25, 2003

The current AWIA policy on distance learning via the internet for Individual Training Account (ITA) states: "The AWIA's policy is that ITA participants must physically enroll and take at least 75 percent (%) of required courses on campus. Not more than 25 percent of required courses can be taken via the Internet, all of which must be taken with the same training provider."

Effective immediately, this memorandum is to serve as an amendment to the current policy as follows: "Not more than 50 percent (%) of the required courses can be taken via the Internet." Staff responsible for enrollment of participants into the AWIA ITA program should be made aware of this change to the policy.

DF/mew

c: Matthew Hughes
Steve Walkley
Robert Brantley
Beverly McCartney
Tamara Holcomb