



Thank You for Your Interest in Applying For Workforce Solutions Financial Aid!

Workforce Solutions awards financial aid packages to assist job seekers in paying for all or a portion of tuition and training related costs in over 40 different training programs throughout a 19-county region. These awards are available for pre-selected programs that provide job seekers with the skills necessary to gain employment in occupations that have been identified as high demand in our area such as nurses' aides, truck drivers, welders, HVAC technicians and mechanics, and more! A complete list of eligible training programs is attached – for more information on each program, contact the training provider listed or visit their website and course catalog.

Please note that financial aid is limited and based on eligibility and therefore, not guaranteed. It is imperative that all applicants meet application deadlines and return any additional requested information in a timely manner.

Please review the following information and deadlines for information on how to apply for a financial aid award:

- Before completing the scholarship application, select the program that you are interested in from the attached program list on pages 3-4 and contact the associated training provider to ensure its availability for the upcoming term and to begin the enrollment process. Each training provider will have their own pre- enrollment requirements so complete this step as soon as possible so that you may obtain an acceptance letter from the provider. If you are requesting financial aid to help you complete a program that you have already started, obtain proof of enrollment and a current transcript from your training provider. We will need either the acceptance letter or proof of enrollment and transcript to consider your application. Remember that only the programs identified on the attached list are eligible for financial aid assistance.
- Register in our job matching system - Work In Texas- at www.workintexas.com
- Complete the attached financial aid application. This application will be used to determine both your initial program eligibility and again during the final applicant selection process so be sure it is filled out neatly and fully.
- Take a quick assessment that will help us establish that your interests align with your training goals. Directions on how to complete this assessment are included as page 5. Results will need to be printed, you may do this at home or visit our office to complete the assessment and print the results at any time.
- **Return these three items (1) financial aid application, (2) the acceptance letter or proof of enrollment with transcript from the training provider, and (3) your assessment results to Workforce Solutions no later than close of business on December 18th. Incomplete applications or applications received past this date will not be considered.**
- After you submit this information, a Workforce Solutions Career Specialist will contact you to discuss your eligibility and/or request additional information needed to complete your application file. Some things to be aware of at this stage:
 - You will likely have multiple appointments scheduled once you submit your initial application. Notify

Equal Opportunity Employer/Program Auxiliary aids and services are available upon request to individuals with disabilities.

Relay: 1-800-735-2989 (TTY) / 711 (Voice).

This service is funded in whole or in part with federal funds. More detailed information is located on the Board's website at <http://workforcesystem.org/107/Public-Information>.
Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral.
Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.

your Career Specialist ahead of time if you are unable to make an appointment. Your attendance, timeliness, and ability to follow instruction is taken into consideration during the selection process.

- Your career specialist will also likely assign several things to your “to-do list” before your application can be considered complete and thus submitted for final consideration. This may include correspondence between you and the training provider, getting additional documents signed, and the submission of documents needed to verify eligibility requirements such as Driver’s License or state issued ID cards, Social Security Cards, proof of income, proof of recent layoff, shot records, etc. You are encouraged to contact Workforce Solutions staff to get an idea of what you might need to provide as soon as possible as time will be limited and deadlines to get this information returned to your Career Specialist will be very short.
- Once your Workforce Solutions Career Specialist has all of the necessary information gathered, the complete file will be submitted to the financial aid award panel who will review all of the final applications for consideration. The panel will review all applications December 27th-December 29th and your career specialist will notify you of your final award determination by close of business on December 29th.

If you have any questions regarding this application process or program eligibility, please feel free to contact any of our offices at any time. Additional information on services offered by Workforce Solutions can be found on our website www.workforcesystem.org.

<p>Abilene Workforce Center 500 Chestnut, Suite 1100 Abilene, Texas 79602 Ph: (325) 795-4200 Ph: (800) 457-5633 Fx: (325) 795-4380 TDD: (325) 795-4213 Monday - Friday, 8:00 am - 5:00 pm</p>	<p>Sweetwater Workforce Center 1105 Bell St. Sweetwater, Texas 79556 Ph: (325) 235-4324 Fx: (325) 235-3422 Monday - Friday, 8:00 am - 5:00 pm</p>
<p>Snyder Workforce Center 1912 37th St. Snyder, Texas 79549 Ph: (325) 574-1739 Fx: (325) 574-1740 Monday - Friday, 8:00am - 5:00pm (closed for lunch from 12:00pm - 1:00pm)</p>	<p>Brownwood Workforce Center 2202 Highway 377 South Brownwood, Texas 76801-3912 Ph: (325) 646-1591 Fx: (325) 643-5406 Monday - Friday, 8:00 am - 5:00 pm Get Directions</p>

Quick Reference - Eligible Training Programs for Financial Aid

All information is subject to change and dependent on course availability

Complete and up to date information can be found at the following link:

https://apps.twc.state.tx.us/PROVIDERCERT/dispatcher?link=HREF&pageid=PUBLIC_SWL

Provider	Program Name	Terms Offered	Next Financial Aid Application Deadline
Action Career Training	Truck Driver Development	Spring/Varies	12/19/2017
TSTC-Abilene	Emergency Medical Services Certificate 1	Spring/Fall	12/19/2017
TSTC-Abilene	Emergency Medical Services Certificate 2	Spring/Fall	12/19/2017
TSTC-Abilene	Emergency Medical Services AAS	Spring/Fall	12/19/2017
TSTC-Sweetwater	Wind Energy Technology AAS	Spring/Fall	12/19/2017
TSTC-Sweetwater	Automotive Technology AAS	Spring/Fall	12/19/2017
TSTC-Brownwood	Structural Welding Certificate 1	Spring/Fall	12/19/2017
TSTC-Breckenridge	Structural Welding Certificate 1	Spring/Fall	12/19/2017
TSTC-Brownwood	Emergency Medical Technology/Paramedic Certificate 2	Spring/Fall	12/19/2017
TSTC-Brownwood	Emergency Medical Services AAS	Spring/Fall	12/19/2017
TSTC-Brownwood	Emergency Medical Technology Certificate 1	Spring/Fall	12/19/2017
TSTC-Breckenridge	Vocational Nursing Certificate 2	Spring/Fall	12/19/2017
TSTC-Sweetwater	Vocational Nursing Certificate 2	Spring/Fall	12/19/2017
Cisco-Abilene	Industrial Technology HVAC Level 1	Spring/Fall	12/19/2017
Cisco-Abilene	Industrial Technology AAS	Spring/Fall	12/19/2017
Cisco-Abilene	Industrial Technology Level 2 Certificate	Spring/Fall	12/19/2017
Cisco-Abilene	Industrial Technology Level 1 Certificate	Spring/Fall	12/19/2017
Cisco-Abilene	Automotive Tech-Automotive Performance	Spring/Fall	12/19/2017
Cisco-Abilene	Automotive Tech-Drivability	Spring/Fall	12/19/2017
Cisco-Abilene	Automotive Tech-Level 2 Certificate	Spring/Fall	12/19/2017
Cisco-Abilene	Automotive AAS Degree	Spring/Fall	12/19/2017
Cisco-Abilene	Industrial Technology-Welding	Spring/Fall	12/19/2017

Cisco-Abilene	Allied Health-Administrative Medical Assisting	Spring/Fall	12/19/2017
Cisco-Abilene	Allied Health-Clinical Medical Assisting	Spring/Fall	12/19/2017
Cisco-Abilene	Medical Assistant AAS Degree	Spring/Fall	12/19/2017
Cisco-Abilene	Medical Assistant Level 2 Certificate	Spring/Fall	12/19/2017
Cisco-Abilene	Licensed Vocational Nursing	Spring/Fall	12/19/2017
Cisco-Abilene	Certified Nurse Aide	Varies	12/19/2017
Cisco-Cisco	Automotive Tech-Automotive Performance	Spring/Fall	12/19/2017
Cisco-Cisco	Automotive Tech-Driveability	Spring/Fall	12/19/2017
Cisco-Cisco	Automotive Tech-Level 2 Certificate	Spring/Fall	12/19/2017
Cisco-Cisco	Automotive AAS Degree	Spring/Fall	12/19/2017
Ranger-Early	Commercial Driver's License	Spring/Fall	12/19/2017
Ranger-Early	Licensed Vocational Nursing	Spring/Fall	12/19/2017
Ranger-Comanche	Licensed Vocational Nursing	Spring/Fall	12/19/2017
Ranger-Stephenville	Licensed Vocational Nursing	Spring/Fall	12/19/2017
Ranger-Ranger	Licensed Vocational Nursing	Spring/Fall	12/19/2017
Western Texas College	Electrical Lineman	Fall	TBD
Western Texas College	Advanced Welding Certificate	Fall	TBD
Western Texas College	Beginning Welding Certificate	Fall	TBD
Western Texas College	Commercial Truck Driving	Varies	12/19/2017



My Next Move Assessment Directions

1. Go to website: at <https://www.mynextmove.org>
2. Click on INTERESTS in the top right hand corner of the web page. You will complete 5 sections.
3. START: Read and then click next until you get to the first set of questions.
4. INTEREST: Rate statements 1-60 – try to not select UNSURE (Click Next at bottom of page to continue to next group of questions)
5. RESULTS: Read and then click NEXT – **DO NOT CLICK PRINT HERE.**
6. JOB ZONES: Read the results provided and then click next until you get to the screen that is shown below. Choose the JOB ZONE 3 bubble for Medium Preparation – **not the underlined link.**



7. Read and click next until you get to the “CAREERS” tab.
8. CAREERS: Click on the PRINT button to prepare to print your results. This opens up a new tab or window.
NOTE: YOU DO NOT NEED TO PRINT OCCUPATION INFORMATION
9. In the blank in the top, left-hand corner of the page - type your first and last name.
10. Review the jobs listed. *It is anticipated that the suggested jobs listed will align with the training program to which you are applying.* Your career specialist can discuss this with you further.
11. Click PRINT
12. Submit these results with your Financial Aid application as instructed.