

## TRIDENT

---

### Trident Workforce Investment Board Workforce Investment Act

#### TAA DEFINITION OF SATISFACTORY PROGRESS

**TO:** SC Works Trident Operators and Youth Contractor

**ISSUANCE DATE:** August 13, 2008

**EFFECTIVE DATE:** Immediately

**SUPERSEDES:** TAA Instruction Letter 08-05

**SUBJECT:** Definition of Satisfactory Progress; State TAA Instruction Letter 08-05

**PURPOSE:** To provide guidance in adhering to instruction letter 08-05 regarding State policy on satisfactory progress for TAA approved training.

**POLICY:** Effective immediately, the definition of satisfactory progress in the TAA Program will be as follows:

#### Remedial Training

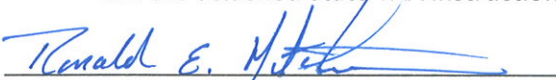
- Participant is tested at least every six months;
- Participant shows improvement (gains evaluated on an individual basis);
- Participant abides by the attendance policy of the training provider.

#### Occupational Training

- Participant attains/maintains a cumulative grade point average of 2.0 (or higher if required by the curriculum and/or training provider);
- Participant abides by the attendance policy of the training provider. See attached Training Agreement form.

#### **PROCEDURES:**

- LWIAs must ensure that TAA participants are provided the academic and attendance requirements prior to the start of training
- LWIAs will monitor TAA participants against the requirements on an on-going basis.
- Written probation policies must be developed and implemented should participant progress deviate from requirements. LWIAs may waive requirements on an individual basis as necessary and with justification. TAA Case Managers must implement and carry-out the attached State TAA instruction letter 08-05.

  
Ronald Mitchum, Executive Director  
BCDCOG

May 15, 2012  
Date

## TRIDENT



Mark Sanford  
Governor

**SOUTH CAROLINA**  
DEPARTMENT OF COMMERCE

Joe E. Taylor, Jr.  
Secretary

STATE TAA INSTRUCTION NUMBER: 08-05

**TO:** Local Workforce Investment Areas (LWIAs)  
**SUBJECT:** Definition of Satisfactory Progress  
**ISSUANCE DATE:** August 13, 2008  
**EFFECTIVE DATE:** Immediately

**PURPOSE:** To issue State policy on satisfactory progress for TAA approved training.

**BACKGROUND:** TAA Regulations, section 617.22(a)(2) establishes that a worker may be approved for training if it is determined that he/she possesses the mental and physical abilities to make satisfactory progress. TAA Regulations, section 617.49(a)(4) establishes that a worker in TAA- approved training is not required to job search while attending and making satisfactory progress in training. Many LWIAs have defined satisfactory progress for WIA. However, such a policy is not presently in place for TAA. This policy will bridge existing WIA standards with TAA regulations.

**POLICY:** Effective immediately, the definition of satisfactory progress in the TAA Program will be as follows:

#### **Remedial Training**

- Participant is tested at least every six months;
- Participant shows improvement (gains evaluated on an individual basis);
- Participant abides by the attendance policy of the training provider.

#### **Occupational Training**

- Participant attains/maintains a cumulative grade point average of 2.0 (or higher if required by the curriculum and/or training provider);
- Participant abides by the attendance policy of the training provider.

LWIAs must ensure that participants are provided the academic and attendance requirements prior to the start of training. LWIAs will monitor participants against the requirements on an on-going basis.

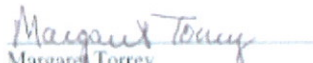
## TRIDENT

---

Written probation policies must be developed and implemented should participant progress deviate from requirements. LWAs may waive requirements on an individual basis as necessary and with justification.

**ACTION:** You are responsible for the distribution and implementation of this Trade policy within your local workforce system and/or agency.

**INQUIRIES:** Questions regarding this instruction may be directed to Ms. Michelle Paczynski at 803 737 3828 or [mpaczynski@SCcommerce.com](mailto:mpaczynski@SCcommerce.com).

  
Margaret Torrey  
Deputy Secretary for Workforce