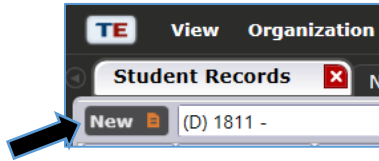




## Selecting Short Term Services in TE

1. On the Records menu, go to Students and select In Program Years.
2. Click the New button in the upper left corner of the lister.



3. Note the three sections under **Current Workforce Services** titled Supportive Services, Training Services, and Transition Services.

  **Current Workforce Services**

**Training Services Received In Program:**

<input type="checkbox"/> On the Job Training	<input type="checkbox"/> Remedial Training (ABE/ESL – TAA only)
<input type="checkbox"/> Skill Upgrading	<input type="checkbox"/> Prerequisite Training
<input type="checkbox"/> Entrepreneurial Training (non-WIOA Youth)	<input type="checkbox"/> Registered Apprenticeship
<input type="checkbox"/> ABE/ESL in conjunction w/Training (non-TAA funded)	<input type="checkbox"/> Youth Occupational Skills Training
<input type="checkbox"/> Customized Training	<input type="checkbox"/> Other Non-Occupational-Skills Training
<input type="checkbox"/> Other Occupational Skills Training	<input type="checkbox"/> Unspecified Training

**Vocational Rehabilitation Services Received In Program:**

Vocational Rehabilitation     Vocational Rehabilitation and Employment

**Transition Services Received In Program:**

<input type="checkbox"/> Assessment/Testing/Counseling	<input type="checkbox"/> On-the-Job Training (OJT)
<input type="checkbox"/> Personal Development Training	<input type="checkbox"/> Work Experience
<input type="checkbox"/> Counseling/Career Development	<input type="checkbox"/> Pre-Employment Skills/Job Readiness Training
<input type="checkbox"/> Job Development/Job Search Assistance	<input type="checkbox"/> Postsecondary Academic Education
<input type="checkbox"/> Occupational Skills Training (non-OJT)	<input type="checkbox"/> Other Transition Services

**Supportive Services Received In Program:**

<input type="checkbox"/> Transportation	<input type="checkbox"/> Supplementary Instruct. Serv.
<input type="checkbox"/> Health Care and Mental Health Care	<input type="checkbox"/> Needs-Based Related Payments
<input type="checkbox"/> Family/Child Care	<input type="checkbox"/> Emergency Financial Services
<input type="checkbox"/> Housing or Rental Assistance	<input type="checkbox"/> Federal Education Cash Assist.
<input type="checkbox"/> Personal, Financing, or Legal Counseling	<input type="checkbox"/> Other Supportive Services

