**Integrated Foundational Pathways Program Application**

 **Training Provider Information**

Legal Name of Training Provider:

Operating Name (if different from Legal Name):

Mailing Address:

Website (URL):

Contact Person:

Title of Contact Person:

Phone:

E-mail:

**Program Delivery Location Information**

Number of locations where the program will be delivered:

Campus address(es)
(if different from mailing address):

1. **Program Information**
2. Name of Program:
3. Please complete the table below.
* Foundational Learning Supports acknowledges that actual numbers may vary from what is proposed. Please provide the greatest possible degree of accuracy.

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|  | **Regular Full-time Session** |
| **Number of Learners per intake**(how many learners will be accepted each intake) |       |
| **Number of Sessions per year**(how many intakes will occur per academic year– August 1 to July 31) |       |
| **Calendar weeks per training session**(minimum 12 weeks in length to a maximum of 52 weeks) |       |
| **Hours of instruction per week**(minimum of 20 hours of instruction per week) |       |

1. How does the program meet the needs of the community?
* Describe how the program concept was developed, how the training need was identified and validated, e.g., community consultation, demand due to political/economic climate, labour market evidence, etc.
* Does the proposed program duplicate existing programming in your community? If this program does constitute program duplication, explain why such duplication is appropriate and beneficial.

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1. **Program Design and Outcomes**
2. Who are the targeted learners for this program?
* Describe the targeted learner group (e.g., All Albertans, women, youth, persons with disabilities, expected to work/income support clients, immigrants, etc.).
* Describe how the targeted learner will benefit from the proposed program.

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1. What are the pre-requisites for entry into the proposed program and what is the learner selection process?

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1. Provide a detailed description of the program and how it aligns with the [Integrated Foundational Pathway](http://www.humanservices.alberta.ca/AWOnline/ETS/8358.html) policy.
* Describe the [Essential Skills](https://www.canada.ca/en/employment-social-development/programs/essential-skills/tools/what-aresential-skills.html) component.

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* Describe the [Academic](http://www.humanservices.alberta.ca/AWOnline/ETS/4379.html)/[English as a Second Language](http://www.humanservices.alberta.ca/AWOnline/ETS/4377.html) component e.g. Alberta Education curriculum grade level equivalency and/or [Canadian Benchmark Level](https://www.canada.ca/content/dam/ircc/migration/ircc/english/pdf/pub/language-benchmarks.pdf).

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* Describe the [Applied Skills Development](http://www.humanservices.alberta.ca/AWOnline/ETS/8358.html) component.

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1. Please complete the table below.
* Essential Skills and Academics must make up a minimum 50% of the [Integrated Foundational Pathway](http://www.humanservices.alberta.ca/AWOnline/ETS/8358.html) training program.

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| **Program Component**  | **Number of Weeks/Hours** | **Percentageof Program** |
| Essential Skills |       |       |
| Academic/English as a Second Language |       |       |
| Applied Skills Development |       |       |

1. How does the program create a pathway to further education/training, and/or employment?
* If education, provide examples of potential educational programs the learner may pursue after the successful completion/graduation from the proposed program:

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* If employment, provide examples of potential future occupations:

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1. Based on program outcomes, what percentage of learners are expected to successfully complete the program?

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1. **Training Provider Experience and Qualifications**
2. Provide the minimum academic/professional qualifications for the instructors for each component of the program: Essential Skills component, Academic/English as a Second Language component, and Applied Skills Development component.
3. Partnership Arrangements:
* Will there be components of the proposed program that will be delivered by a third party?
* If yes, provide details of these arrangements.
	+ Clearly indicate which component(s) and who will be responsible.

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1. Provide two examples of programs you have delivered (in the past 3 years) and include the following information:
* A brief overview of the program including duration.
* The number of learners who started the program and successfully completed.
* The number of learners who progressed to further education and/or employment.
* A description of targeted outcomes measure(s) and overall success rate using this measure(s).

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1. Describe your organization’s experience working with the specific target learner group identified in your response to section **B.1. Program Design and Outcomes**.

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1. **Only complete this question if employment is the intended outcome of your program:** Describe the role or working arrangements that you have with industry/employers that are relevant to your proposed program, if any.

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1. **Cost Per Learner**
2. Please complete the table below.
* Foundational Learning Supports acknowledges that actual numbers may vary from what is proposed. Please provide the greatest possible degree of accuracy.

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|  | **Cost Per Learner Attending Training Program** |
| **Tuition\*** |       |
| **Mandatory Fees\*\*** |       |
| **Student Association Fees\*\*** |       |
| **Books and Supplies\*\*\*** |       |
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\*Tuition is money paid directly to the training provider on behalf of the learner to attend an education program.

\*\* Mandatory fees are instructional support fees assessed in the anticipation of the costs for supplies, equipment, materials, and/or services, which are not directly related to the delivery of instruction in a program, but are considered required elements of a program e.g., information technology, U-Pass etc.

\*\*Student Association fees are payable to an institutions’ students association for student related activities. The Students' Union (SU) is a student society that represents undergraduate students at a post-secondary institution. The SU is a non-profit corporation that operates under the authority of the Post-Secondary Learning Act.

\*\*\*Books and supplies are paid directly to the learner for both full-time and part-time programs. In exceptional cases, funding for books and supplies may be sent directly to the training provider. This may be requested from their designated Government of Alberta contact.

**Authorized Institutional Signature**

**The training provider submitting this application is aware of, and agrees to accept learners funded under the Alberta Works program, subject to the** [**Income and Employment Supports Act**](http://www.humanservices.alberta.ca/AWOnline/3810.html)**, the** [**Training Provider Regulation**](http://www.humanservices.alberta.ca/AWonline/IESA/3967.html) **and the** [**Skills Investments Accountability and Financial Management Policies**](http://www.humanservices.alberta.ca/AWOnline/3813.html)**.**