

# A New Kind of Report Card

Tracking Private Career School Performance in Washington

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**Workforce Training and  
Education Coordinating Board**





# Find the education and training you need to get the job you want!

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**Washington CareerBridge.wa.gov** is a free state website that connects to over 6,500 Washington education programs in one place.

Over 7 million page views in the last year alone. The site is growing. Serves adults in Washington state looking to retrain for new careers. Also serves middle and high school students searching for education opportunities in Washington state—from three-day training courses to one-year certificates to two-year associate’s degrees, bachelor’s degrees and beyond. Career Bridge also features apprenticeships.



# Video provides overview of site

Washington  
**Career Bridge**  
Find the education & training you need to get the job you want

Sign in / Register

Rectangular Strip

Explore Careers > View Job Trends > Find Education >

Which careers fit your interests? Which jobs are in demand? How do programs perform?

TAKE A QUIZ FIND OUT MORE START YOUR SEARCH

Printed guide available

Washington's one-stop source for career and education planning.

Career Bridge  
Career Bridge How-To...

Watch the video!

Watch the video! It's on the home page of Career Bridge.



Washington Career Bridge  
Find the education & training you need to get the job you want

Sign in / Register

Back Find Education Education Search

Explore Careers  
View Job Trends  
Find Education  
Pay for School  
Eligible Training Provider List

## Find Education

Narrow your search by location, job title, and more.

diving

**Search by Location**

Zip Code (60 mile radius)  OR County

<input type="checkbox"/> Adams	<input type="checkbox"/> Asotin	<input type="checkbox"/> Benton
<input type="checkbox"/> Chelan	<input type="checkbox"/> Clallam	<input type="checkbox"/> Clark
<input type="checkbox"/> Columbia	<input type="checkbox"/> Cowlitz	<input type="checkbox"/> Douglas
<input type="checkbox"/> Ferry	<input type="checkbox"/> Franklin	<input type="checkbox"/> Garfield

**Additional Search Options**

Offered Online ⓘ

Programs with Performance Results ⓘ

ETP Only ⓘ

Job Title: -- All Job Titles --

School/college: -- All Schools/colleges --

Education Type: -- All Education Types --

SAVE TO MY DASHBOARD Start New Search SEARCH

Training Provider Login

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Click the Find Education square and filter your search for education programs in Washington by location, associated jobs, education type, and more.



# Search results—choose a program

## Washington Career Bridge

Find the education & training you need to get the job you want

Sign in / Register

Back Find Education Education Search

### Find Education

Narrow your search by location, job title, and more.

diving

More Search Options

SAVE TO MY DASHBOARD Start New Search SEARCH

You searched for: 'diving', only programs with performance results

Search Results 4 Sort: Most Relevant Per Page: 25

Check boxes or click on a program title to view details

	Program Name	School Name	Locations	Length	ETP
<input type="checkbox"/>	<a href="#">Professional Commercial Diving (Diploma)</a>	Divers Institute of Technology	Seattle	7 Months	✓
<input type="checkbox"/>	<a href="#">Assistance Towing NMT 200 Tons (Certificate of Completion)</a>	Flagship Maritime LLC	Tacoma	4 Hours	✓
<input type="checkbox"/>	<a href="#">FCC Marine Radio Operator Permit Training and Examination (Certificate/Permit)</a>	Flagship Maritime LLC	Tacoma	4 Hours	✓
<input type="checkbox"/>	<a href="#">Upgrade to Master 100 Tons (Inland/Near Coastal) (Certificate of Completion)</a>	Flagship Maritime LLC	Tacoma	3 Days	✓

Enter a keyword and generate search results. Notice that it provides a program name, school name, location, length and whether it's on the state's Eligible Training Provider List (ETP). Got a green checkmark? It's on the ETP list and the program potentially qualifies for federal training dollars through the Workforce Innovation and Opportunity Act (WIOA).



Explore Careers | View Job Trends | Find Education | Pay for School | Eligible Training Provider List

## Education Details

Professional Commercial Diving  
Award type: Diploma  
Divers Institute of Technology

Back to Search Results  | Print 

Program Details | School Details | Performance Results | Student Characteristics

### Program Details

#### Program Overview for Professional Commercial Diving

ETP eligible 	yes
School	Divers Institute of Technology
Program website	<a href="http://www.diversinstitute.edu">http://www.diversinstitute.edu</a>
Program contact	John Paul Johnston (800) 634-8377 <a href="mailto:jpjohnston@diversinstitute.edu">jpjohnston@diversinstitute.edu</a>
Program description	The Divers Institute of Technology offers an intensive, 7-month program for those interested in commercial diving. As the leading educational facility in the industry, DIT has been training world-class divers since 1968, developing a global reputation for diving smartly and safely. Today, 79 percent of our graduates are working in their field. Our program prepares students for the expectations of the commercial diving industry and how to exceed them. Focusing on team success, students develop skills in both leadership and support roles, performance management, and involved decision making. Courses include: dive medicine, physics, hazardous materials handling, non-destructive testing, hydraulic tools, salvage, SCUBA, and deep dives. DIT instructors routinely work as divers, supervisors and trainers in the field, ensuring that our courses remain progressive and relevant to the diving industry.

#### Financial Information

This page tells you more about the program, including the program contact, program description, cost of the program, length of training, and more.



- Explore Careers
- View Job Trends
- Find Education
- Pay for School
- Eligible Training Provider List

**Education Details**  
Professional Commercial Diving  
Award type: Diploma  
Divers Institute of Technology

[Back to Search Results](#)   
[Print](#)

- Program Details**
- School Details**
- Performance Results
- Student Characteristics

### School Details

#### Contact

**Physical address** **Divers Institute of Technology**  
1341 North Northlake Way, Suite 150  
Seattle, WA 98103  
[view map](#)

**Website** <http://www.diversinstitute.edu>

**Main phone** (800) 634-8377

#### Admissions

**Name** James Sylvester

**Phone** (800) 634-8377

**Email** [jsylvester@diversinstitute.edu](mailto:jsylvester@diversinstitute.edu)

**Website** <http://www.diversinstitute.edu/admissions>

#### Financial Aid

**Name** Caycee Clark

**Phone** (800) 634-8377

**Email** [cclark@diversinstitute.edu](mailto:cclark@diversinstitute.edu)

**Website** <http://diversinstitute.edu/admissions/financial-aid/>

#### Worker Retraining Program

School details gives potential students valuable contact information for the school they are considering, including admissions, financial aid, worker retraining, veteran services, and more.



- Explore Careers
- View Job Trends
- Find Education
- Pay for School
- Eligible Training Provider List

[Back to Search Results](#)

[Print](#)

## Education Details

**Professional Commercial Diving**  
Award type: Diploma  
Divers Institute of Technology

Program Details
School Details
Performance Results
Student Characteristics

### Consumer Report Card

**Employment, wages and completion for Professional Commercial Diving | Diploma at Divers Institute of Technology** ⓘ

Program Type: Diver, Professional and Instructor

Completion Rate ⓘ	85%
Employment Rate ⓘ	74%
Typical (Median) Hourly Earnings	\$18.47
Typical (Median) Annual Earnings	\$40,321.00

[View statewide earnings and employment trends for jobs related to programs of this type.](#)

**Industry of employment for Professional Commercial Diving | Diploma at Divers Institute of Technology** ⓘ

Program Type: Diver, Professional and Instructor

Industry	Percent of all students who completed the program(s) and are employed
Administrative Support	27%
Construction	26%
Professional, Scientific, Technical Services	9%
Manufacturing	8%
Retail Trade	8%
Transportation and Warehousing	5%
Mining, Quarry, Oil and Gas	5%
Accommodation and Food Services	3%

When Performance Results are available, they are posted to Career Bridge. In this case, the private career school Divers Institute of Technology, wanted their program evaluated for inclusion on the state’s Eligible Training Provider List. Workforce Board research staff use student-level records submitted through the Student Data Portal and match them to wage records. Staff then crunch the data to show the completion rate for students, their employment rate, how much they earned four quarters after exit, (both hourly and annually), and the industries where they went to work. We call this a “consumer report card.” It’s one reason other states have reached out to us to create their own Career Bridge, helping their consumers make educated decisions on which education to invest time and money in.



- Explore Careers
- View Job Trends
- Find Education
- Pay for School
- Eligible Training Provider List

## Education Details

Professional Commercial Diving  
Award type: Diploma  
Divers Institute of Technology

[Back to Search Results](#) 🔍

Print 🖨️

- Program Details
- School Details
- Performance Results
- Student Characteristics

### Student Characteristics

Student Characteristics for Professional Commercial Diving   Diploma ⓘ	
<b>Enrollment</b>	
Number of students completing the program	447
Completion Rate	85%
Average number of students who completed each year	149
<b>Gender</b>	
	<b>Percent</b>
Male	96%
Female	4%
<b>Race</b>	
	<b>Percent</b>
American Indian or Alaska Native	2%
Asian or Pacific Islander	3%
Black/African American	3%
Hispanic	9%
White	82%
<b>Age</b>	
	<b>Percent</b>
Under 20	11%
20 to 29	69%
30 to 39	19%
40 to 49	2%
50 and Over	0%
<b>Prior Education</b>	
	<b>Percent</b>
No High School Diploma/GED	0%
High School Diploma/GED, but No College Experience	69%
Some College Experience, but No Degree	17%
Certificate or AA	9%

The Student Characteristics page shows who enrolled in an education program, including gender, race, age, and prior education level.



## Washington Career Bridge

Find the education & training you need to get the job you want

Sign in / Register

- Explore Careers
- View Job Trends
- Find Education
- Pay for School
- Eligible Training Provider List
- My Career Quiz

### Secure Sign In

**Already have an account?**  
Sign in to your Career Bridge account where you can save your searches.

Email

Password

[Forgot your password?](#) [Cancel](#)

**Not registered at Career Bridge?**  
Register and enjoy quick access to saved career and education searches on your personal dashboard.

[Cancel](#) and continue as a guest.

**Are you a training provider or school?**  
Go to the [Career Bridge Training Provider Portal](#) to . . .

- Register as a training provider
- Add your institution and programs to Career Bridge
- Make changes to your training provider and program information
- Apply for Eligible Training Provider (ETP) status for your programs

[Training Provider Login](#)

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You can sign into Career Bridge to save your search results. But it's not required. Some site visitors use this feature, others don't.



Used by WorkSource centers, others to approve funding for qualifying students.

List is made of PROGRAMS – not schools.

Required by the U.S. Department of Labor.

Workforce Board sets performance thresholds.



Career Bridge is home to over 6,500 Washington education programs. It's ALSO the home of Washington's Eligible Training Provider List. The federal government requires each state to maintain a list of qualifying programs. In Washington, the Workforce Board sets the performance thresholds that programs must meet to be on the list. Many of the programs on Career Bridge are on the ETP list. Others are not. For programs on the list, we show performance results on Career Bridge. About one third of the programs on Career Bridge show performance results.



## Part I. State Required Performance Levels

In order for a program of a training provider to be eligible, the program must meet or exceed certain performance levels.

A program must meet or exceed each of the following minimum performance floors:

- ▶ A completion rate of 20 percent
- ▶ An employment rate of 50 percent
- ▶ An earnings level of \$3,943 in a calendar quarter

Failure to achieve any one of these minimum floors shall make the program ineligible.

In addition, the program must achieve at least an average of 100 percent of the

A closer look at these ETP performance thresholds. Remember, these are minimum standards. And it's not the Good Housekeeping Seal of Approval. But by setting and enforcing standards, poor performers are kept off Washington's ETP list.

Current thresholds set by the Workforce Board are:

Completion rate—20 percent. Employment rate—50 percent. Earnings—\$3,943 in a calendar quarter (three months) or \$10.64 per hour.



The screenshot shows the Washington Career Bridge website. At the top, there is a green banner with the text "Washington Career Bridge" and "Find the education & training you need to get the job you want". To the right of the banner is a "Sign in / Register" link. Below the banner is a navigation menu with the following items: "Explore Careers", "View Job Trends", "Find Education", "Pay for School", and "Eligible Training Provider List". The main content area is titled "Explore Careers" and "What do you like to do?". It contains a blue button labeled "TAKE THE QUIZ!". Below this are several sections: "Career Resources" (with links to "career resources" and "career counseling"), "Career Clusters" (with link to "multiple occupations"), "Demand-Decline List" (with link to "in-demand"), "Apprenticeships" (with link to "Here's how"), "Military and Veterans Resources" (with link to "lead to a civilian job"), and "Disabilities?" (with links to "disabilities" and "blindness"). To the right of the main content is a "Print" icon and a "Featured Careers" box containing links for "Health Care Careers" and "Energy Careers". At the bottom of the page, there are social media icons for LinkedIn and Twitter, and a footer with "Training Provider Login", "Home", "Contact Us", "About Us", "Help Center", "Terms & Privacy", "Access WA", and "Copyright ©2018 by the Workforce Training & Education Coordinating Board".

Career Bridge offers a career quiz in the Explore Careers section of the site. Click the blue button to find out what you like to do and how it connects to a career.



# Career Quiz—Find out what you want to do!

**Washington Career Bridge**  
Find the education & training you need to get the job you want

Sign in / Register

Back Explore Careers Career Quiz

Explore Careers  
View Job Trends  
Find Education  
Pay for School  
Eligible Training Provider List  
My Career Quiz

### Career Quiz

Check all subject areas that you like. This quiz is all about you so check what truly interests you, not what you think others would like you to choose.

**Subjects** 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 [Results](#)

**Subjects that I like**

<input type="checkbox"/> Accounting	<input type="checkbox"/> Agriculture
<input type="checkbox"/> Art or Graphic Design	<input type="checkbox"/> Audiovisual Technologies
<input type="checkbox"/> Banking or Finance	<input type="checkbox"/> Business
<input type="checkbox"/> Chemistry	<input type="checkbox"/> Communications
<input type="checkbox"/> Computer Applications	<input type="checkbox"/> Computer Technology
<input type="checkbox"/> Construction Trades	<input type="checkbox"/> Drafting
<input type="checkbox"/> Drama	<input type="checkbox"/> Earth Sciences
<input type="checkbox"/> Economics	<input type="checkbox"/> English/Language Arts
<input type="checkbox"/> Family and Consumer Sciences	<input type="checkbox"/> First Aid/First Responder
<input type="checkbox"/> Food Services	<input type="checkbox"/> Foreign Language
<input type="checkbox"/> General Science	<input type="checkbox"/> Government
<input type="checkbox"/> History	<input type="checkbox"/> Journalism
<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Life Sciences
<input type="checkbox"/> Marketing	<input type="checkbox"/> Math
<input type="checkbox"/> Music	<input type="checkbox"/> Occupational Health
<input type="checkbox"/> Physical Sciences	<input type="checkbox"/> Physics
<input type="checkbox"/> Psychology or Sociology	<input type="checkbox"/> Social Studies or Social Science
<input type="checkbox"/> Speech	<input type="checkbox"/> Technology Education

[NEXT](#) [QUIZ RESULTS](#)

Check the box on your strengths and interests.



**Washington Career Bridge**  
Find the education & training you need to get the job you want

Sign in / Register

Back Explore Careers Career Quiz

Print

## Career Quiz

### Your Results

Below are your top-scoring career clusters. Career clusters contain careers that call for similar skills. View any cluster that interests you. Remember, it's up to you to choose a career! Feel free to take the career quiz as often as you like, as your interests may change. Your quiz results save to your dashboard once you register with Career Bridge.

BACK SAVE TO MY DASHBOARD

<a href="#">Business, Management and Administration</a>	Score: 2
<a href="#">Health Science</a>	Score: 2
<a href="#">Agriculture, Food and Natural Resources</a>	Score: 1
<a href="#">Architecture and Construction</a>	Score: 1
<a href="#">Arts, Audio/Video Technology and Communications</a>	Score: 1
<a href="#">Finance</a>	Score: 1
<a href="#">Government and Public Administration</a>	Score: 1
<a href="#">Hospitality and Tourism</a>	Score: 1
<a href="#">Information Technology</a>	Score: 1

After you take the quiz, it generates a list of your top rated career clusters. Each cluster contains multiple occupations with links to state labor market information on average pay, projected growth, and where to get education and training related to the career.



The screenshot shows the Washington Career Bridge website. The header includes the logo and the text "Washington Career Bridge Find the education & training you need to get the job you want". Navigation links include "Back", "Explore Careers", "Career Quiz", and "Cluster Details". A "Sign in / Register" link is also present. The main content area is titled "Business, Management and Administration" and includes a "Print" icon. Below the title is a question: "Do you enjoy working with other people? Do you like to plan and organize activities?". A paragraph of text describes the cluster: "Business, management, and administrative workers give the support needed to make a business run. You might check employee time records or train new employees. Or, you might work as a top executive and provide the overall direction for a company or department." An image shows two people in an office setting. Below the text is a prompt: "Click on a job title to learn more about job trends and pay levels for this career." A table titled "Careers in this Cluster" lists various occupations with blue links: Accountants and Auditors, Administrative Services Managers, Agents and Business Managers of Artists, Performers, and Athletes, Bookkeeping, Accounting, and Auditing Clerks, Budget Analysts, Business Operations Specialists, All Other, Compensation and Benefits Managers, Compensation, Benefits, and Job Analysis Specialists, Correspondence Clerks, Couriers and Messengers, Data Entry Keyers, Executive Secretaries and Executive Administrative Assistants, File Clerks, and Financial Clerks, All Other.

On this page the career cluster featured on Business, Management and Administration is featured. It also shows the many occupations included in this cluster. These occupations tend to require similar skills/share similar features. Each occupation on Career Bridge has a link that leads to a statewide labor market snapshot provided by Washington state's Employment Security Department on wages, growth, and more.



The screenshot shows the 'Job Details' page for 'Accountants and Auditors' on the Washington Career Bridge website. The page includes a navigation menu on the left, a main content area with a description, and several data sections: Video, Employment Outlook, Wages, Education Available in Washington, and Related Occupations.

**Washington Career Bridge**  
Find the education & training you need to get the job you want

Sign in / Register

Back View Job Trends Job Trends Search Job Details

Explore Careers  
View Job Trends  
Find Education  
Pay for School  
Eligible Training Provider List  
My Career Quiz

## Job Details

### Accountants and Auditors

Back to Search Results

Print

Examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data.

**Video** [Watch Video](#)

**Employment Outlook**

Growth Rate	2.4%
Openings Per Year	10,788

**InDemand**

**Wages**

Median Hourly	\$31.39 per hour
Average	\$72,020 per year

**Education Available in Washington**

- [Accounting](#)
- [Accounting and Business/Management](#)
- [Accounting and Finance](#)
- [Taxation](#)

**Related Occupations**

- [Accountants and Auditors](#)
- [Actuaries](#)
- [Budget Analysts](#)
- [Cost Estimators](#)
- [Credit Analysts](#)
- [Economists](#)
- [Financial Analysts](#)

The Job Details page shows that Accountants and Auditors are considered “In Demand” occupations in Washington (see the green InDemand logo). Also site visitors can see the projected growth for the occupation, average openings per year, hourly and average annual wages, statewide. This page also provides links to “Education Available in Washington.” Users can click these education links to get the education and training they need, to get the job they want. This page also shows related occupations. Users can click these links to explore other occupations they might also be interested in.



**Washington Career Bridge**  
Find the education & training you need to get the job you want

Sign in / Register

Back Find Education Education Search Education Details

View Your Education Selections

Explore Careers  
View Job Trends  
Find Education  
Pay for School  
Eligible Training Provider List  
My Career Quiz

### Education Details

Accounting  
Award type: AAS  
Columbia Basin College

Program Details School Details **Performance Results** Student Characteristics

#### Consumer Report Card

Employment, wages and completion for Accounting | AAS at Columbia Basin College ⓘ  
Program Type: Accounting

Completion Rate ⓘ	45%
Employment Rate ⓘ	75%
Typical (Median) Hourly Earnings	\$15.97
Typical (Median) Annual Earnings	\$34,534.00

[View statewide earnings and employment trends for jobs related to programs of this type.](#)

Industry of employment for Accounting | AAS at Columbia Basin College ⓘ  
Program Type: Accounting

Industry	Percent of all students who completed the program(s) and are employed
Retail Trade	14%

Once users find an education program they're interested in, they can click the Performance Results tab. (This tab and others showing Program Details, School Details and Student Characteristics, was mentioned earlier in the presentation.) Remember, these results are tied to a specific program, not the occupation in general. So potential students can see the completion rate, earnings, employment rate and other details that are outcomes for this specific education program at this particular institution.



## Workforce Board data reporting team

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More details on the student data reporting process are in our webinar series for schools: <https://youtu.be/4nkEaeTNg4k>

This feisty crew comes from different sections of our state agency during the busy student data reporting season. It's an "all hands on deck" approach to help ensure that schools are able to get their data reported accurately and efficiently each fall.



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## Student Data Portal

### Welcome to the Student Data Portal

Log in below.

**Account Information**

Email:

Password:

[Forgot your password?](#)

**Not currently registered or need help?**  
Email us at [datareporting@wtb.wa.gov](mailto:datareporting@wtb.wa.gov) or call (360) 709-4600.

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Schools submit their data through the Workforce Board’s secure, encrypted Student Data Portal. The portal is open each fall for a limited time. Schools are provided a step by step guide, along with webinars to help them successfully submit their data.





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Student Data Portal

Training Provider | Data Report Lindsay Awesome | Log Out

- Data Reporting Steps
- Your Programs
- Continuing Students
- Start Your Report
- Student Data
- Certify and Submit

**Lindsay's Awesome School**  
Olympia, WA

### Data Reporting Steps

**2016-2017 Student Data Report** for students trained between July 01, 2016 and June 30, 2017  
**Due Date:** October 25, 2017 *Your report is 173 days overdue.*

**Step 1.** [View your programs.](#) These programs must be included in your report.

**Step 2.** [View your continuing students.](#) These students were reported as enrolled last year and need to be included in this year's report.

**Step 3.** [View Instructions.](#) Get step-by-step instructions on how to use the Student Data Portal.

Finished the steps above? [Start your report.](#)

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Schools are provided the following steps at the start of the data reporting process.





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**BOARD**

Student Data Portal

Training Provider | Data Report

Lindsay Awesome | Log Out

- Data Reporting Steps
- Your Programs
- Continuing Students
- Start Your Report
- Student Data
- Certify and Submit

**Lindsay's Awesome School**  
Olympia, WA

### Report These Programs

Your report must include the programs listed below. If these programs don't match your records, email us at [datareporting@wtb.wa.gov](mailto:datareporting@wtb.wa.gov).

Report Year 2016-2017

Location	Program Name	Award Type	ETP Status	Alternate Program Names
Bellingham	How to be Decent	Certificate	Not Eligible	
Olympia	How to be Awesome	Certificate	Not Eligible	
Olympia	How to be Decent	Certificate	Not Eligible	
Tacoma	How to be Awesome	Certificate	Not Eligible	

[< Back to Data Reporting Steps](#)

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This page shows schools their complete list of programs for which they must provide data.



# Student data supplied by schools

	E	F	G	H	I	J	K	L	M	N	R
1	StudentFirstName	MI	Address	City	State	ZipCode	Phone	SSN	BirthDate	Hispanic	R
2	Randy	S	2 Research Row	Bellingham	WA	98503	564-365-3213		2/1/76		1
3	Malia	T	3 Row One	Lacey	WA	98523	345-837-5432	987654321	2/15/87		2
4	Amanda	N	45 Front Desk	Spanaway	WA	98579	423-432-1543	243948372			
5	Dave	R	1 Research Row	Tacoma	WA	97854	984-316-6942	385739045	3/14/65		2
6	Dave	Q	243 Research Empire Drive	Bothell	WA	96579	987-549-4598	306848283	1/1/99		1
7											
8											
9											
10											

This Excel template is supplied by the Workforce Board for schools to report student data each fall. Note the variety of categories including name, address, SSN, demographic data, etc.



**BOARD**

Training Provider | Data Report Lindsay Awesome | Log Out

Data Reporting Steps  
 Your Programs  
 Continuing Students  
 Start Your Report  
**Student Data**  
 Certify and Submit

**Lindsay's Awesome School**  
Olympia, WA

**Student Data**  
 Enter or edit student records below. Click the "Add Student" button to start entering student information.

If the reported information is free of errors, a ✔ shows next to the record. A ! means there is at least one error in the row. Click on the to see the errors and to edit the row. Once you are done editing, click the to save the record.

If you have a large number of errors, you can edit them in your original Excel file and upload a new copy. This will overwrite the data that is currently in the report system.

Report Year: 2015-2016 | All Locations | All program, award names

Student Name:   Show errors only

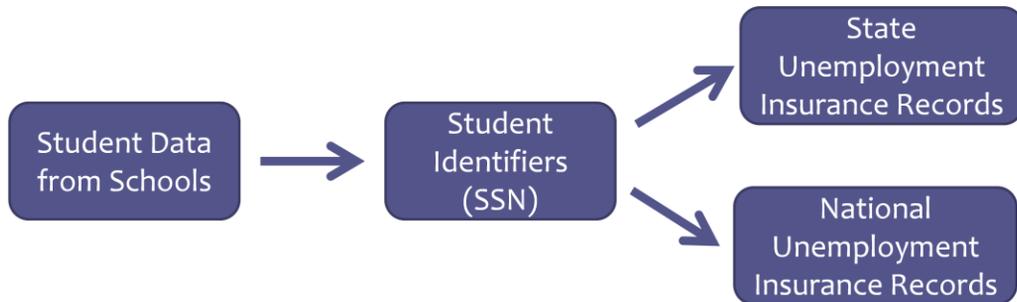
5 students listed View  [View all report errors](#)

	Location	Program, Award Name	Last Name	First Name	MI	Address	City
✔	Bellingham	How to be Decent, Certificate	Smith	Randy	S	2 Research Row	Bellingham
✔	Olympia	How to be Decent, Certificate	Fortina	Malia	T	3 Row One	Lacey
✔	Olympia	How to be Decent, Certificate	Wallace	Dave	R	1 Research Row	Tacoma
✔	Tacoma	How to be Awesome, Certificate	Dell	Amanda	N	45 Front Desk	Spanaway
✔	Tacoma	How to be Awesome, Certificate	Pavelchek	Dave	Q	243 Research Empire Drive	Bothell

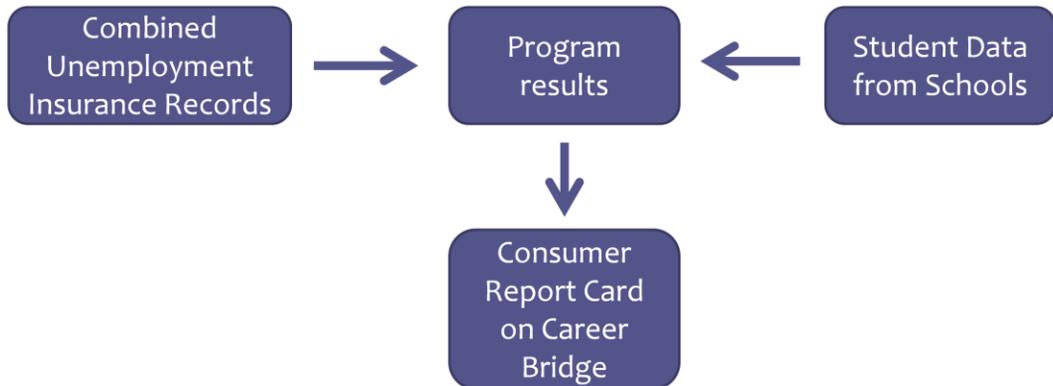
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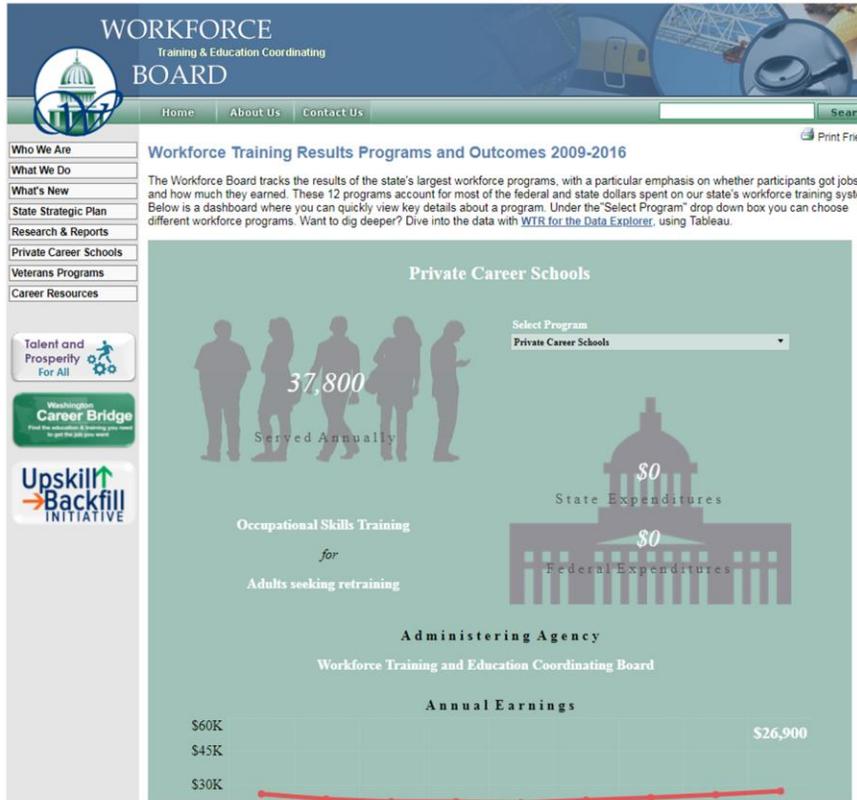
Smaller schools sometimes choose to submit data directly through the portal, rather than on a spreadsheet.



Student level records provided by schools include a variety of demographic details, including age, gender, ethnicity, disability, and veteran status. But the key identifier is the Social Security Number (SSN). SSNs are matched against both Washington and national wage records. Workforce Board research staff then arrive at “performance results” for education programs, showing the completion rate, employment rate, earnings, and industries where graduates went to work.



Through this evaluation process, education programs are evaluated for inclusion on the state’s Eligible Training Provider List, as required by the U.S. Department of Labor. The information is pushed out to the public via the Career Bridge website. The Workforce Board is an independent, third-party evaluator of workforce and education programs. Schools do NOT self-report their results. Our staff uses objective data to arrive at accurate evaluations that help students make informed choices about their education and training plans.



Of course, not all private career school education programs are on the state's Eligible Training Provider List. Even so, the Workforce Board requires ALL schools the agency licenses and regulates to submit student records each year. All of those education programs are rolled up to evaluate the entire private career school sector each year. These results are posted and published as part of the Workforce Board's annual Workforce Training Results, as shown here.



**WASHINGTON STATE LEGISLATURE**

WACs > Title 490 > Chapter 490-105

**Chapter 490-105 WAC**

**REGULATION OF PRIVATE VOCATIONAL SCHOOLS**

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**WAC Sections**

- [490-105-010](#) Purpose.
- [490-105-030](#) Definitions.
- [490-105-040](#) Initial school licensure requirements.
- [490-105-041](#) Annual license renewal requirements.
- [490-105-042](#) Catalog requirements.
- [490-105-043](#) Enrollment agreement requirements.
- [490-105-044](#) Instructor and administrator qualifications.
- [490-105-050](#) Sales agent registration.
- [490-105-060](#) Licensing of off-campus activities.
- [490-105-070](#) Fees.
- [490-105-080](#) Tuition recovery trust fund fees.
- [490-105-100](#) Exemption from licensing requirements.
- [490-105-110](#) Display of licenses and notice of status change.
- [490-105-120](#) Ownership changes.
- [490-105-130](#) Minimum requirements for student refunds.
- [490-105-140](#) Student admission standards.
- [490-105-150](#) Program, facility, and equipment standards.
- [490-105-160](#) Annual student data reporting.
- [490-105-170](#) Unfair business practices.
- [490-105-175](#) Conditions for placing a school in an "at-risk" status.
- [490-105-180](#) Student complaints.
- [490-105-190](#) Actions a school can appeal.

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A look at the administrative code surrounding the Workforce Board’s regulatory authority over private career schools in Washington offering programs below the degree level. The Washington Student Achievement Council regulates private schools offering degrees.

# Questions?

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**Workforce Training and  
Education Coordinating Board**

