

PENNSTATE



Worthington
Scranton

Working with Local PA Careerlink to Support Enrollment of Displaced Workers

Sandra Feather

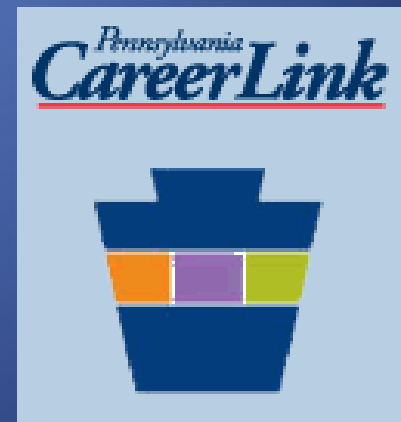
Director of Enrollment Management
Penn State Worthington Scranton



Objective

- To showcase the marketing, recruitment and retention

efforts of a TAA funded
adult learner



Worthington Scranton campus profile

- 1,178 fall 2013 official enrollment
- 97% Pennsylvania residents; highest of any campus
- 80% attend full-time
- 72.5% traditional-aged (17-23)
- 47.5% are male
- 45% first-generation college students
- 16% from minority groups

- AEC – adult education coordinator
 - Liaison to all department

Campus Household Income

- Median Family Income - \$48,096
- Student Aid Recipients – 81%
- Average Need - \$6,781



Careerlink

- Lackawanna County
- Displaced Worker – permanently laid off due to company closure
- Adult Worker Operations Director
Cathy Gerard, adult guidance counselor
- Harrisburg TAA Supervisor
James Reese



Marketing

- August – create and submit applications for approval
- Websites for careerlink and PSWS campus
- On campus collaboration
- On-site college fairs



Careerlink Website

**Commonwealth Workforce
Development System**

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pennsylvania PA**PA STATE AGENCIES****ONLINE SERVICES**

Individuals

**Are you a Job Seeker?**

JobGatewaySM is an online tool provided to connect job seekers to employers. Services available include job searching and resume creation.

- [Find Training](#)
- [Get vocational rehabilitation](#)
- [Research careers](#)

Number of Participants
404,953
Number of Resumes
568,241

Employers

Looking for Talent?

JobGatewaySM is an online tool provided to connect employers to job seekers. Services available include candidate searching and job posting.

- [Report New Hires](#)
- [Research labor market](#)
- [Apply for Tax Credit](#)

Number of Employers
108,523
Number of Openings
228,557

Service Providers

- [Training](#)
- [Child care, transport, etc.](#)
- [Medical, psychological services](#)
- [Vocational testing](#)
- [Assistive devices, technology](#)

Number of Training Providers
1,493
Number of Courses/Programs
4,047

Keystone Key
Keystone ID:

Password:

Login

[New user?](#)
[Forgot Keystone ID / Password?](#)
[To find your local PA CareerLink® Office Click Here](#)

[Labor Market Information](#)
[PA Workforce Development](#)
[Search Events](#)

CWDS links businesses and individuals to Pennsylvania's workforce development and independent living services offered through these agencies:

Department of Labor & Industry

-  **PA CareerLink®**
-  **Office of Vocational Rehabilitation (OVR)**
-  **Center for Workforce Information & Analysis (CWIA)**


Department of Public Welfare

-  **Bureau of Employment & Training Programs**

**COMPASS**
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Program Approval

**Pennsylvania CareerLink**

Commonwealth Workforce Development System

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You are logged in as: SANDY FEATHER, Penn State University - Dunmore

Home Services Invoices Purchase Orders My Profile Events Resources My Account

Provider ID: 447 Provider: Penn State University - Dunmore Branch/Location: Penn State University - Dunmore Phone Number: 570-963-2600

Provider Service List

Please enter your search criteria. You may modify your search criteria and click the "Search" button to display the new search results.
To create a new service Application, please click the "Create Service Application" button below.

Search Criteria

Provider Program Type: ETPP [Get Service Category](#)

Service Category: All [Get Service Type](#)

Service Type: All

OR

Service Type Name:
(Text can contain any portion of the name.)

Service Code:

Service Application ID:

Service Status: All

ETPP Year: One Year Before

Organize By: Service

[Search](#) [Clear](#)

The following services match your selected search criteria. Click the service type link to display the service application. Select a service to perform an action on it.

Search Results -List of Services

Select	Service Type	Provider Service Title	Provider Program Type	Submitted Date	Service Status	Status Changed Date	Service Application ID
<input type="radio"/>	Training	SHRM Learning System	ETPP	09/04/2012	State Approved	11/16/2012	101164
<input type="radio"/>	Training	Financial Accounting Certificate	ETPP	10/04/2012	State Approved	11/21/2012	103065
<input type="radio"/>	Training	Professional Sales Certificate	ETPP	10/04/2012	State Approved	11/21/2012	103068
<input type="radio"/>	Training	4 yr business	ETPP	11/02/2012	State Approved	07/22/2013	106301
<input type="radio"/>	Training	2 year business administration	ETPP	11/02/2012	State Approved	07/22/2013	106302
<input type="radio"/>	Training	2 year nursing	ETPP	11/02/2012	State Approved	07/22/2013	106303
<input type="radio"/>	Training	4 yr human development and family services	ETPP	11/02/2012	State Approved	07/22/2013	106304
<input type="radio"/>	Training	4 yr Information Sciences and Technology	ETPP	11/02/2012	State Approved	07/22/2013	106305
<input type="radio"/>	Training	2 year human Development and Family Studies	ETPP	11/02/2012	State Approved	07/22/2013	106306
<input type="radio"/>	Training	2 year Information Sciences and Technology	ETPP	08/27/2013	State Approved	08/28/2013	108808

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[Edit](#) [View Agreements](#) [View Participants](#) [View Forms](#)

Quick Link: [View Status History](#) [Go](#)

[Create Service Application](#)

Service Application for Student

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CWDS - Participant Service List



Commonwealth Workforce Development System

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Provider ID: 447

Provider: Penn State University - Dunmore

Branch/Location: Penn State University - Dunmore

Phone Number: 570-963-2600

Participant Service List

Please enter your search criteria. You may modify your search criteria and click the "Search" button to display the new search results.

Search By Participant:

First Name:

Last Name:

Participant ID:

Search By Participant Program:

Participant Program Type:

Participant Service Type:

TAA Training Application Status: [View Status Codes](#)

Search By Service:

Service Application ID:

*Provider Program Type: [Get Service Category](#)

Service Category: [Get Service Type](#)

Service Type:

Search

Clear

The following participants match your search criteria. Select a participant to perform an action.

Search Results - List of Participants

Select	Participant ID	Participant Name ▲	Provider Service Title	Service Type	Provider Program Type	Service Start Date-End Date	Training Application Status	Participant Program	Training Periods Reported	Last Update - Training Period End Date
<input type="radio"/>	1432405	Hoyt, Lori	2 year business administration	Training	ETPP	01/07/2013-12/19/2014	SA	Trade	1 of 1	12/19/2014

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Tom Corbett, Governor



Recruitment

- Encourage face to face information session
 - Emotional
- Application fee waived (no out of pocket expenses)
- Educational Gap – identify displaced worker
- Pre-transfer credit evaluation (transfer tool)
- Academic plan
- Semester by semester plan from academic adviser, including summers
- Total cost breakdown of tuition, fees and other by Bursar

Enrollment Letter



April 5, 2011

To Whom It May Concern:

This letter is to verify that Helen # 992965629 has been admitted to the Associate Degree program in Human Development and Family Studies Penn State Worthington Scranton effective Summer 2011.

Below is a semester by semester breakdown of the courses and credits that Ms. Helen will need to complete in order to receive her degree by the end of the Spring Semester (May) 2013.

SUM 2011

HDFS 129 3.0 CREDITS
CAS 100A 3.0 CREDITS

TUITION: \$ 3062.00

SPRING 2012

HDFS 311 3.0 CREDITS
MATH 021 3.0 CREDITS
ENG 004 3.0 CREDITS
PSYCH 100 3.0 CREDITS

TUITION: \$ 6801.00

FALL 2012

HDFS 6.0 CREDITS
STAT 200 3.0 CREDITS
BISC 004 3.0 CREDITS
ENG 015 3.0 CREDITS

TUITION: \$ 7344.00

FALL 2011

HDFS 249 3.0 CREDITS
HDFS 301 3.0 CREDITS
HDFS 315 3.0 CREDITS
MATH 004 3.0 CREDITS

TUITION: \$ 6801.00

SUM 2012

ART 3.0 CREDITS
HDFS 3.0 CREDITS
AM ST 3.0 CREDITS

TUITION: \$ 4960.00

SPRING 2013

HDFS 395 6.0 CREDITS
HDFS 312W 3.0 CREDITS
HDFS 3.0 CREDITS

TUITION: \$ 7344.00

Program Total: 66 credits

Estimated Tuition: \$ 36312.00

**Additional Costs: \$ 4200.00
Total Costs: \$ 40512.00**

Please feel free to contact me with questions.

Retention

- Weekly emails for attendance
- Weekly office conversation re: progress
- Monthly Learning Center updates
- Career introductions
- Internship by career services 1st summer
- End of semester progress to careerlink
- Email semester completion to Harrisburg



Electronic Attendance

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CWDS - Create Trade Attendance

HomeServicesInvoicesPurchase OrdersMy ProfileEventsResourcesMy Account

Provider ID: 447 Provider: Penn State University - Dunmore Branch/Location: Penn State University - Dunmore Phone Number: 570-963-2600

Create Trade Attendance

Required Fields are Indicated by *

Participant Details

Attendance for multiple participants can be entered by using the "Add Additional Participants" button. Participants can be selected from the "Participants List" that is added to the page.

Participant Name: Hoyt, Lori

SSN (Social Security Number): 171644327

Address: 519 E ELM ST

City: SCRANTON

State: PA

Zip Code: 18505

Petition Number: 080230

PA CareerLink® Name: PA CAREERLINK LACKAWANNA COUNTY

Add Additional Participants

A. Participation and Attendance in Training

Attendance Status: Incomplete (INC)

Please click the "Enter Daily Attendance" button to enter attendance record. Enter "Present" for each day the student attended training classes or other scheduled training activities. Enter "Absent but Absence Justified" for each day the student's absence was justified and for each day the training facility did not conduct training. Enter "Absent but Absence Not Justified" for each day the student's absence was not justified. An entry should be made for each day attendance.

*Week Ending Date (Saturday of week):

Select Date

Enter Daily Attendance

1. Attendance Record:

0 characters of 1500

*Number Of Days Training Scheduled:

0 characters of 1500

Explain Days Marked "Absent but Absence Not Justified":

*2. From the beginning of training and through the training week shown above, has the student made satisfactory progress in training?

Select

0 characters of 1500

If No, Explain:

*3. Did the student terminate training during the training week shown above?

Select

If Yes, Last Date Attended:

Select Date

*4. Is the training week shown above part of a break in training?

Select

If Yes, complete questions a through d:

a. Is the break provided for in the published schedule of the training program?

Select

b. Dates of break in training:

Break Beginning Date:

Select Date

Break Ending Date:

Select Date

c. Was the student participating in the training program before the break began?

Select

d. Is the training normally scheduled for this training program

On Saturday?

Select

On Sunday?

Select

*The answers in Part A are in accordance with our records and correct to the best of my knowledge.

*Date Of Submission:

5

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201

Select Date

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Submit For Review

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Outcomes

- 5 years
 - 2010: 2 BUS, 1 HDFS
 - 2011: 4 BUS, 1 HDFS, 1 NURS
 - 2012: 2 BUS, 2 HDFS
 - 2013: 3 BUS, 2 HDFS, 1 IST & 3 NURS
- Graduates and follow up

