

**Enterprise Zone Retraining Program
Course Outline (Attachment 2)**

- **Course Title:**
 - List the course title for the short-term or long term training program.

- **Training Provider:**
 - Technical College**
 - Company**
 - Vendor**
 - OJT (requires attachment 3)**

(Note: Prior to implementation of on-the-job training, submit this form along with the training plan. The training plan should define learning objectives, learning activities and methods of assessment to determine that learning outcomes have been achieved. At the conclusion of each training, submit attachment 3 which includes the roster and training timeframes (beginning and ending dates).

- **Estimated Number of Eligible Employees:**
- **Estimated Course Cost:**
- **Estimated Number of Course Hours:**
- **Course Description:**

- **Training Modules/OJT Task List:**
 - List the titles and hours of each learning module or OJT task list being provided.

- **Core Learning Competencies/Outcomes:**
 - What will the student be able to do at the end of the short-term or long-term course?

- **Justification:**
 - How does this training qualify?

Course approved by:

_____ **Date:** _____
Company Representative

_____ **Date:** _____
Technical College Representative