

PROGRAM COMPLETION / OUTCOMES FORM

Last Name	First Name	WID Number
Program of Enrollment		
☐ ADULT ☐ DW ☐ ISY ☐ OSY ☐ EcSA ☐ CRP ☐ Other: _____		
Durational Service Summary		
(check all services provided during enrollment and complete all services prior to, or at the time of, program completion)		
☐ ITA	☐ OJT	☐ ABE ☐ CBS ☐ DRS/DPS ☐ WEX ☐ IWT ☐ Other: _____
Measurable Skill Gains		
(record any outstanding MSGs in WA Works → Record MSG)		
☐ EFL Gain (CASAS/GED)	☐ Secondary School Diploma/Equiv.	☐ Academic Credit (Transcript/Rpt Card)
☐ Employer Training Milestone	☐ Occupational/Industry Exam/Cert	☐ None earned ☐ All previously entered
Program Completion Outcome Information		
Date of Program Completion:		
☐ Attending Alternative School	☐ Entered Military Service	
☐ Attending Secondary School (Youth Only)	☐ Self-Employment	
☐ Cannot Locate	☐ Unsubsidized Employment	
☐ Concluded	☐ Relocated Out of State/Country	
☐ Employability Enhancement	☐ Transfer to Another Area	
☐ Entered Post-Secondary Education	☐ Miscellaneous: _____	
☐ Entered a Qualified Apprenticeship	☐ Non-active/Stopped participating	
☐ Entered Advanced Training	☐ Retirement	
☐ Exit Exclusion (medical treatment, deceased, incarcerated, institutionalized, called to active duty, youth in foster care system moved from area)		
Placement Information		
(complete & enter all fields; record employment or education/training placement in WA Works)		
Employment Start Date: Employer Name: Job Title: O*Net Code: Hourly Wage: Hours/week: Training Related? ☐ Yes ☐ No Type of Employment: (see WA Works for types/definitions)	Enrolled in: ☐ Education ☐ Training Date Enrolled in Ed/Tng: Program of Study: O*Net Code: Institution Name:	
Recognized Credential (WA Works → Record Credential)		
☐ AA or AS Diploma/Degree ☐ BA or BS Diploma/Degree ☐ High School Diploma/GED ☐ Post Graduate Degree ☐ Occupational Skills Licensure ☐ Occupational Skills Certificate ☐ Other Recognized Diploma, Degree, or Certificate	☐ Attained a GED or High School Diploma ☐ Attained a Secondary School (High School) Diploma ☐ Attained a Certificate or Other Post- Sec Degree/ Dipl. ☐ Did Not Attain a Diploma, GED, Degree or Certificate	
Trainer Signature: Date:	Manager Signature: Date: ☐ MIS Reviewed	
MIS Entered by:	Date:	