

**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:**
  - List the number of hours for the training course.
- **Course Description:**
  - Briefly describe the course that is being provided.
- **Training Modules/OJT Task List:**
  - List the titles of each learning module or OJT task list being provided in the course.
- **Core Learning Competencies/Outcomes:**
  - List the measurable core learning competencies/outcomes for the course. 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**