WIOA CAREER ASSISTANCE
Course guide

UTEP

FALL 2024

PROFESSIONAL and PUBLIC PROGRAMS

Continuing Education at UTEP

915-747-5142
ppp.utep.edu

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) CAREER ASSISTANCE PROGRAM

Thanks to the partnership between UTEP Professional and Public Programs and Workforce Solutions Borderplex (WSB), you may be eligible for additional funds to help you further your education or training and to cover any outstanding or upcoming costs for supplies or books.

If you have already finished your classes, WSB may even be able to assist with getting you a paid internship related to work experience in your field.

Funds may also be available to provide you with additional assistance related to course extensions, enrolling in a new course, child care, work attire, transportation support and other services.

If you are interested in this opportunity, then please go in person to the Dyer or North Loop centers to verify if you are eligible or call 915-887-2600 for details.

NORTHEAST CENTER
8941 Dyer St.
El Paso, TX 79904
915-887-2600
Hours: Monday-Friday, 8 a.m.-5 p.m., Saturday, 8 a.m.-noon

NORTH LOOP CENTER
8825 N. Loop, Ste. 122
El Paso, TX 79907
915-887-2600
Hours: Monday-Friday, 8 a.m.-5 p.m., Saturday, 8 a.m.-noon

→ Click here to request information for: **WIOA**

One-third *of individuals surveyed think that if they lost their job,* they would need additional education and training to get a comparable job.

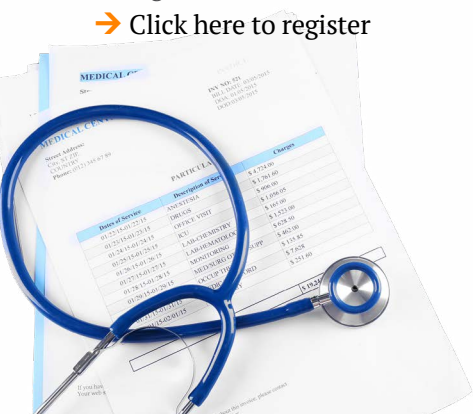→ Click here to view complete article.

FEATURED COURSES

HEALTHCARE CAREER TRAINING

Medical Billing and Coding (Voucher Included)

Become a Certified Medical Billing and Coding Specialist; learn how to use the Healthcare Common Procedure Coding System (HCPCS) and the CPT Category II and ICD-10 codes. Also gain hands-on practice using medical billing and coding software.

➔ Click here to register

TECHNOLOGY CAREER TRAINING

CompTIA™ Certification Training: A+, NETWORK+, SECURITY+ (Vouchers Included)

Acquire the knowledge and skills you need to launch an IT career via the CompTIA's A+, Network+ and Security+ certifications.

➔ Click here to register

Oracle SQL and PL/SQL Developer + Python Developer + Java Programmer

Get trained to develop databases with Oracle SQL, PL/SQL, and program with Python and Java.
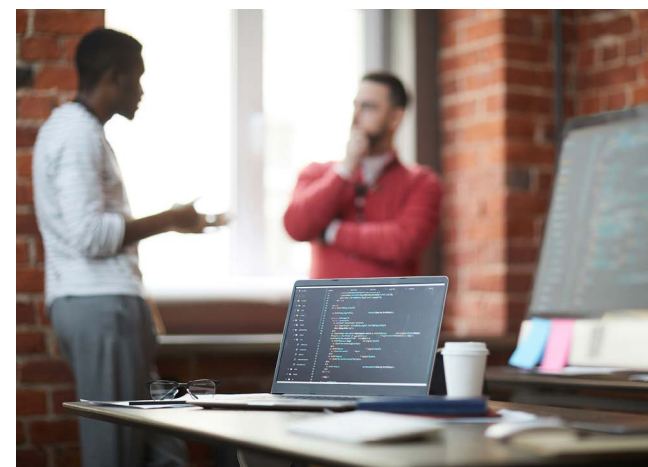
➔ Click here to register

CONTACT OUR TEAM

BY PHONE
Call 915-747-5142,
Monday–Friday, 8 a.m.-5 p.m.

BY EMAIL
Email us at gparthiban@utep.edu

COVID-19 PRECAUTION STATEMENT

Wear a face mask if you are sick

Wash your hands often

Practice social distancing

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you have tested positive for COVID-19, prior to, after, and/or during your time enrolled in your course(s), you are highly encouraged to report your results to **covidaction@utep.edu** as well as to let our office know at **ppp@utep.edu.**

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people.

The best way that we can take care of ourselves and others is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area. For more information about the current rates, testing, and vaccinations, please visit **epstrong.org**.

ONLINE COMPUTER COURSES

All current UTEP Professional and Public Programs courses approved for WIOA funding are listed below.

▶ Please note that the availability of these courses and their prices are subject to change.

Certified Ethical Hacker: Voucher Included
Fee: $2,995 | Course Hours: 100 hrs.
→ Click here to register

Certified Information Security Manager (CISM): Voucher Included
Fee: $1,595 | Course Hours: 75 hrs.
→ Click here to register

Certified Information Systems Security Professional (CISSP)
Fee: $2,195 | Course Hours: 150 hrs.
→ Click here to register

CompTIA Advanced Security Practitioner (CASP): Voucher Included
Fee: $2,295 | Course Hours: 75 hrs.
→ Click here to register

CompTIA Certification Training - A+, Network+, Security+: Vouchers Included
Fee: $3,995 | Course Hours: 480 hrs.
→ Click here to register

Oracle SQL and PL/SQL + Python Developer + Java Programmer
Fee: $2,795 | Course Hours: 375 hrs.
→ Click here to register

ONLINE HEALTH/MEDICAL COURSES

▶ Please note that the availability of these courses and their prices are subject to change.

Certified Physical Therapy Aide: Voucher Included
Fee: $2,345 | Course Hours: 190 hrs. → Click here to register

Clinical Dental Assistant
Fee: $2,995 | Course Hours: 240 hrs. → Click here to register

EKG Technician Career Prep
Fee: $949 | Course Hours: 60 hrs. → Click here to register

Home Health Aide Career Prep
Fee: $1,425 | Course Hours: 154 hrs. → Click here to register

Medical Billing and Coding Career Prep Complete
Fee: $3,999 | Course Hours: 755 hrs. → Click here to register

Medical Office Manager (CPPM): Vouchers Included
Fee: $3,995 | Course Hours: 555 hrs.
→ Click here to register

Phlebotomy Technician Career Prep
Fee: $699 | Course Hours: 100 hrs.
→ Click here to register

Veterinary Assistant
Fee: $2,995 | Course Hours: 210 hrs.
→ Click here to register

ONLINE PROFESSIONAL TRAINING COURSES

▶ Please note that the availability of these courses and their prices are subject to change.

Certified Credit Counselor and Certified Financial Health Counselor
Fee: $3,695 | Course Hours: 105 hrs. → Click here to register

Freight Broker/Agent Training
Fee: $2,195 | Course Hours: 100 hrs. → Click here to register

HVAC/R Certified Technician: Voucher Included
Fee: $3,295 | Course Hours: 330 hrs. → Click here to register

Lean Six Sigma Green Belt and Black Belt: Exam Cost Included
Fee: $3,899 | Course Hours: 125 hrs. → Click here to register

Professional Bookkeeping With QuickBooks Online: Voucher Included
Fee: $2,475 | Course Hours: 100 hrs. → Click here to register

Residential Electrician
Fee: $2,695 | Course Hours: 125 hrs. → Click here to register

Victim Advocacy Certificate Course
Fee: $995 | Course Hours: 45 hrs.
→ Click here to register

★ 5 STEPS TO GET YOU STARTED

1. Contact us.

Determine your eligibility and begin the application process by

- emailing us at **gparthiban@utep.edu**
- contacting your local El Paso Workforce Solutions Borderplex at **https://borderplexjobs.com/**
- sending an email to **weserveyou@borderplexjobs.com**.

2. Choose your course.

While applying for your grant, explore eligible Professional and Public Programs courses at the **Workforce Innovations Career Assistance web page**. Please contact us at **gparthiban@utep.edu** or **915-747-8043** for more information about programs that interest you.

Texas Rising Star (TRS) is a quality rating and improvement system that encourages child care centers to attain higher levels of quality with care and early learning. **Workforce Solutions Borderplex** offers TRS directors and teachers **a professional development opportunity through a scholarship program** that can be used for child development courses, obtaining a child development program certificate, or achieving a child development associate's degree.

→ Click here to read full report.

3. Request an acceptance or bid letter.

Your WIOA Counselor will need an acceptance or bid letter for the course you choose with Professional and Public Programs.

To request an acceptance or bid letter, complete the form at **https://mwcawioainterest.questionpro.com** or email us at **gparthiban@utep.edu.**

4. Get approved.

In most cases, your WIOA counselor will notify you if your training plan and funding are approved. You may receive a voucher, authorization letter or purchase order document, depending on the funding. Please send that approval document to **gparthiban@utep.edu.**

5. Start learning.

After we receive confirmation that your funding is approved, we will register you for the approved program. You will receive a welcome email prior to your start date with instructions on how to begin the course.

For more details, visit us at
ppp.utep.edu/careerassistance

WORKFORCE
SOLUTIONS BORDERPLEX

WORKFORCE SOLUTIONS BORDERPLEX
A proud partner of the American Job Center network

TEXAS WORKFORCE COMMISSION

Workforce Solutions Borderplex (WSB) provides virtual or in-person services in the following areas:

- **Job search**
- **Job readiness**
- **Resume refresh**
- **Job fairs**

Eligible individuals will have access to child care, training and financial support. You'll need the following documentation to get started

- **Check stub**
- **Social security number**
- **ID or resident card**
- **DD214**

Ready to commit?
Call us at **759-JOBS (5627)** or email
info@borderplexjobs.com today.

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All the online programs offered are of the same great quality and academic rigor as face-to-face degree programs and are taught by the same faculty who teach on-campus courses.

Pick the program you're interested in and fill out a form or call us. We promise you won't be disappointed!
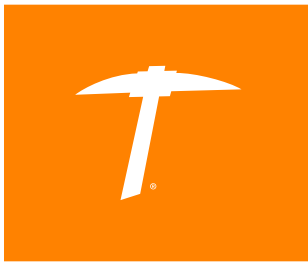
APPLY NOW!

Have questions? Contact us today.

utepconnect.utep.edu

1-800-684-UTEP

Scan QR code for more information.

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UTEP
PROFESSIONAL AND PUBLIC PROGRAMS
EXTENDED UNIVERSITY

CONTACT US

ONLINE
Visit us at **ppp.utep.edu**

BY EMAIL
Email us at **p3all@utep.edu**

BY PHONE
Call **915-747-5142,**
Monday–Friday, 8 a.m.-5 p.m.

Connect with us to receive special offers, updates on courses and more!

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Govindasamy Parthiban (Sam) embarked on his journey with Professional and Public Programs in October 2012 as a work-study and became a Program Manager in 2014. Sam holds a Master's in Leadership and another in Educational Administration from UTEP; he also has a Specialist Diploma in Learning Sciences, a distinction earned from the National Institute of Education in Singapore.

A native Singaporean by birth, Sam dedicated nearly three decades of his life to the Singapore Armed Forces prior to becoming a permanent resident of the United States in 2019. During that time, he contributed significantly to various United Nations peacekeeping missions. Later in his career he became an instructor at the Sergeants Major Academy (USASMA) at Fort Bliss and rose to the position of Division Command Sergeant Major before retiring in 2012.

Sam is a proud father to daughter Priyanka who is a Combat Medic stationed in Colorado.

Govindasamy Parthiban
Program Manager

Favorite inspirational quote:
"There are no secrets to success—it is the result of preparation, hard work, and learning from mistakes." – **Colin Powell**

Discover Your Potential

CONTINUING EDUCATION AT UTEP

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