

Definitions for the WIOA PIRL

(Participant Individual Record Layout)

The Participant Individual Record Layout (PIRL) was developed collaboratively by the U.S. Departments of Labor and Education as a part of the Workforce Innovation and Opportunity Act (WIOA) performance accountability related provisions. The PIRL, which is composed of two documents, represents a set of common definitions that are shared across multiple programs for performance reporting.

Common Performance Reporting [PIRL](#), defines those elements that are common across the Department of Labor and Department of Education core WIOA programs, including Title II Adult Education Programs. PIRL data elements are captured at intake and exit by AK Adult Ed Programs.

Credential Attainment: Percentage of participants enrolled in an education or training program (excluding those in on-the-job training (OJT) and customized training) who attained a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program.

- A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant also is employed or is enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program.

Date of Exit: Student is considered “exited” after 90 days have elapsed since the last date of service and no future services are planned.

English Language Students, Low Levels of Literacy, and/or Cultural Barriers: Data is captured in NRS Table 1. The given definition states this category of students includes those who either (a) have limited ability in speaking, reading, writing, or understanding the English language; (b) have an inability to compute and solve problems, or read, write, or speak English at a level necessary to function on the job in the participant’s family or in society; or (c) have a perception of themselves as possessing attitudes, beliefs, customs, or practices that influence a way of thinking, acting, or working that may serve as a hindrance to employment.

Exit Criteria: The date of exit from the program is the last date of service.

- Reportable individual must be considered “exited” when 90 days have elapsed since the last date of service and no future services are planned. This means the individual has had 90 days of no services, including self-service and information-only service, since being identified as a reportable individual. **Intake Form Required for New Period of Participation** – Under WIOA Regulations, if a student is gone for 91 or more days and returns to study, the student is in a new Period of Participation (see below). AK Adult Ed Programs must have the student complete a new [Intake Form](#). Changes in the student’s information must be changed in the AK Adult Ed Database.

Integrated Education and Training Program (IET): A service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities

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and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement.

Measurable Skill Gains: Percentage of students who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment. Depending on the type of education or training program, documented progress is defined as one of the following:

- **Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level;**
- **Documented attainment of a secondary school diploma or its recognized equivalent;**
- Secondary or postsecondary transcript or report card for a sufficient number of credit hours that shows a participant is meeting the State unit's academic standards;
- Satisfactory or better progress report, towards established milestones, such as completion of OJT or completion of one year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training; or
- Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks such as knowledge-based exams.

Participant: Students who have completed 12 or more contact hours, have current intake forms reported, and have current TABE or BEST assessment.

Participant Individual Record Layout (PIRL): Data layout that provides a standardized set of data elements, definitions, and reporting instructions that will be used to describe the characteristics, activities, and outcomes of WIOA participants.

Periods of Participation: Any break in AK Adult Ed services greater than 90 days is the start of a new Period of Participation (POP). The database tracks the number of POPs a student has within one fiscal year.

Reportable Individual: Any student who completes an intake form and the TABE or BEST tests. These individuals are part time students whose total attendance in the fiscal year is less than 12 hours.