ICAPS Models One and Two: An Introduction

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What is an ICAPS / IET program?
ICAPS is ... Integrated Career & Academic Preparation System

The Integrated Career & Academic Preparation System (ICAPS), is the implementation of the IET (Integrated Education and Training) model in Illinois.

ICAPS aims to provide an integrated pathway in Career and Technical Education (CTE) for college credit and program certificate opportunities for Adult Education and Literacy (AEL) students that lack basic skills.

Through ICAPS programs students work to complete their high school equivalency and are co-enrolled in credit CTE courses/certificates through an integrated instructional model — supplemented by support courses, comprehensive student supportive services, and augmented by team teaching that includes CTE faculty and basic skills instructors. The model provides career pathway/employment opportunities for students while enabling their transition into additional postsecondary certificate/degree programs.
IET is... Integrated Education and Training

Definition from WIOA Section 203 (11)

A service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement.
Three Parts of an IET

Adult Education & Literacy Activities
- WIOA Title II Rules §463.30

Workforce Preparation Activities
- WIOA Title II Rules §463.34

Workforce Training
- WIOA Section 134(c)(3)(D)
Required Component #1
Adult Education and Literacy Activities
Adult Education and Literacy Activities

- Adult Education
- Literacy
- Workplace Adult Education and Literacy Activities
- Family Literacy Activities
- English Language Acquisition Activities
- Integrated English Literacy and Civics Education (IEL/CE)
- Workforce Preparation Activities
- Integrated Education and Training

WIOA Title II Rules §463.34
Required Component #2

Workforce Preparation Activities
Workforce Preparation Activities

Activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training, or employment.

-WIOA Section 203 (17)
Workforce Preparation Activities

- Utilizing Resources
- Using Information
- Working With Others
- Understanding Systems
- Transitioning Skills
- Other Employability Skills
Required Component #2

Workforce Preparation Activities

What might you already be doing to address this component?
What could you add tomorrow?
Illinois Essential Employability Skills
Required Component #3
Workforce Training
Workforce Training

Workforce training for a specific occupation or occupational cluster which can be any one of the training services defined in section 134(c)(3)(D) of the Act.

-WIOA Title II Rules §463.36
1. Occupational Skills Training
   • Including for nontraditional employment (by gender)

2. On-The-Job Training (OJT)
   • ex. Apprenticeships

3. Incumbent Worker Training
   • In accordance with WIOA Sec. 134(d)(4)

4. Combined Workforce Training / Related Instruction
   • Including cooperative education programs
Workforce Training

5. Private Sector Training Programs
6. Skill Upgrading and Retraining
7. Entrepreneurial Training
8. Transitional Jobs

• In accordance with WIOA Sec. 134(d)(5)
9. Job Readiness Training
• In combination with activities i-viii above

10. AEL Activities, including ESL/ELA and IET
• Concurrently or in combination with activities i-vii above

11. Customized Training
• With commitment from employer or group of employers to employ an individual upon completion of training
Fun Fact of ICAPS/IET

The law says....

The three components of integrated education and training (IET) MUST be provided *concurrently* as well as contextually (integrated).

The components **CANNOT** be provided sequentially and be classified as IET.
Illinois’ Model for ICAPS/IET

Model A - Pre-Bridge
• Contextualized Adult Education Curricula
• Career Development
• Transition Services
• Technology Skills
• Employability Skills
• Levels 4.0-5.9

Model B - Bridge
• Contextualized Adult Education Curricula
• Career Development
• Transition Services
• Technology Skills
• Employability Skills
• Levels 6.0-8.9

Pre-IET

ICAPS Model One
• Contextualized and Integrated Adult Education Curricula
• Career Development/Workforce Preparation
• Transition Services
• Technology Skills
• Employability Skills
• Comprehensive Student Support Services
• College Credit-bearing Career and Technical Education (Workforce Training)
• Shared Learning Objectives
• Team-Taught Environment
• Contextualized Support Class
• Results in:
  • High School Equivalency
  • Industry Recognized Credentials
  • Employment Opportunities
  • Transferrable College Credit
  • Stackable College Credentials

ICAPS/IET

ICAPS Model Two
• Contextualized and Integrated Adult Education Curricula
• Career Development/Workforce Preparation
• Transition Services
• Technology Skills
• Employability Skills
• Comprehensive Student Support Services
• Non-Credit (Articulation Agreement with Community College for possible Credit)
• Technical/Workforce Training
• Shared Learning Objectives
• Team-Taught Environment
• Contextualized Support Class
• Results in:
  • High School Equivalency
  • Industry-Recognized Credentials
  • Employment Opportunities
Model One – ICAPS/IET

Integrated Career and Academic Preparation System Components

• Contextualized and Integrated Adult Education Curricula
• Career Development / Workforce Preparation
• Transition Services
• Technology Skills
• Employability Skills
• Comprehensive Student Support Services

• College Credit-bearing Career and Technical Education (Workforce Training)
• Shared Learning Objectives
• Team-Taught Environment
• Integrated Support Class

Results in:

- High School Equivalency (HSE)
- Industry Recognized Credentials
- Employment Opportunities
- Transferrable College Credit
- Stackable College Credentials
Model Two – ICAPS/IET

INTEGRATED CAREER AND ACADEMIC PREPARATION SYSTEM COMPONENTS

• Contextualized and Integrated Adult Education Curricula
• Career Development / Workforce Preparation
• Transition Services
• Technology Skills
• Employability Skills
• Comprehensive Student Support Services

• Technical/Workforce Training
• Shared Learning Objectives
• Team-Taught Environment
• Contextualized Support Class
• Non-credit Articulation Agreement with Community College for possible credit

Results in:

- High School Equivalency (HSE)
- Industry Recognized Credentials
- Employment Opportunities
ICAPS Model One (COLLEGE CTE) – What does workforce training look like

• Internships
• Apprenticeships
• Work-based Learning
• Job Shadowing
• And so much more... can you think of others at your college?
ICAPS Model Two
What does workforce training look like

- On the Job Training, i.e., Apprenticeships
- Private Sector Training Programs
- Entrepreneurial Training
Questions...

What potential workforce partners do you have?

What other partnerships do you need to develop?
ICAPS/IET Planning Template

<table>
<thead>
<tr>
<th>Demonstrate need/demand for career pathway</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gather Labor Market Information</td>
</tr>
<tr>
<td>- Available jobs</td>
</tr>
<tr>
<td>- Desired skills by employers</td>
</tr>
<tr>
<td>- Earning potential</td>
</tr>
<tr>
<td>- Employment options</td>
</tr>
<tr>
<td>- Opportunities for advancement</td>
</tr>
<tr>
<td>Verify inclusion of Certification on LWIB Demand List</td>
</tr>
<tr>
<td>Verify industry jobs from proposed certificate program is in alignment with Local and Regional Plans for Workforce Development</td>
</tr>
<tr>
<td>Industry job is in the LWIB/LWIA Plan</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Create partnerships related to Career Pathway</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partners include:</td>
</tr>
<tr>
<td>- Business and industry</td>
</tr>
<tr>
<td>- Career and Technical Education departments/training facilities</td>
</tr>
<tr>
<td>- LWIB/LWIA</td>
</tr>
<tr>
<td>- Institutional departments</td>
</tr>
<tr>
<td>- Obtain letters of commitment from ALL partners</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pathway flowchart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Articulation of one or more educational pathways</td>
</tr>
<tr>
<td>Progression of classes/training – starting point and possible paths</td>
</tr>
<tr>
<td>Connection to Bridge program</td>
</tr>
</tbody>
</table>
Business – Office Careers Career Pathway
Triton College

Business Support Specialist Certificate
30 Credit Hours
- BUS 158 Intro to the World Wide Web (1)
- BUS 146 MS PowerPoint (3)
- BUS 171 Intro to Customer Service
- ACC 100 or ACC 101 or BUS 146 (8-4)
  - BUS 207 MS Office in Business Applications (2)
  - CIS 142 MS Word II (3)

Medical Administrative Assistant Certificate
25 Credit Hours
- AHL 102 – Ethics & Law for Allied Health Professionals (1)
- AHL 110 – Medical Coding & Office Procedures (2)
- AHL 120 – Comprehensive Medical Terminology (3)
- BUS 255 – Medical Transcription (2)

High Adult Secondary Education
GED ESOL Skills and Strategies for Adults to Succeed in College
- GED Test/ACCUPLACER
- Practice GED Test
- TABE

Low Adult Secondary Education
- GED ESOL Essentials of Business Communications *
- GED Math
- GED Admin Support
- GED Math
- GED E70 Tech Skills for Workforce and Postsecondary

High Intermediate Basic Skills
- EDU E47 Career Exploration and Workforce Preparation
- GED Tech
- EDU Basic Technology Course

Low Intermediate Basic Skills
- GED Test
- ACCUPLACER

Office Assistant Basic Certificate
15 Credit Hours
- BUS 267 Records Management (2)
- HUM 126 Modern Business Ethics (1)
- BUS 122 Business English (3)
- BUS 125 Formatting/Proofreading Business Documents (3)
- BUS 104 Keyboarding Speed and Accuracy (1)
- CIS 140 MS Word I (3)
- BUS 109 Basic Keyboarding (1)
- CIS 119 Windows (1)
What questions do you have?
What is your next step(s)?
What will you try?
Thank you!

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