



# Workforce Investment Act Eligible Training Program

**Provider Name:** Bryant University Executive Development Center Contract # 4050-09

**Address:**

1150 Douglas Pike  
Smithfield, RI 02918

**Address if program is held at a another site:**

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\_\_\_\_\_  
\_\_\_\_\_

**Program Name:** Professional Training Certificate Program

Office use only ONET Code: 13-1073

### CONTACT INFORMATION

Program Contact Person: Amy Hanson	Phone: 401-232-6203 Email: <a href="mailto:ahanson@bryant.edu">ahanson@bryant.edu</a>	Fax: 401-232-6704 Website: <a href="http://edc.bryant.edu">edc.bryant.edu</a>
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### Course Outline/Topics to be Covered

Bryant's Professional Training Certificate is a comprehensive program designed for individuals pursuing a new career in training or for seasoned trainers who want to sharpen their skills and gain the benefits of formal training. Understanding how to train adult learners is a critical component for the success of any professional training program. Participants will learn adult training methodologies and how to motivate and engage adult learners by designing and delivering programs that are relevant, effective, and aligned to current business challenges. To earn the Certificate in Professional Training participants must complete the three courses, Design and Deliver Effective Training, Organizational and Employee Development, and Improving Communication with DISC. All three are offered online or on campus and can be combined for a blended learning experience. Courses are available on-campus in the evenings or as self-paced online courses. Improving Communication with DISC is only available online.

### Required academic grade levels to enter program

Reading Grade Level 12  
Math Grade Level 8  
English Proficiency Fluent

### Required to enter training program

Physical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Vaccinations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drug test	<input type="checkbox"/> Yes	<input type="checkbox"/> No
BCI	<input type="checkbox"/> Yes	<input type="checkbox"/> No
License	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Tools	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other :		

### MAY be required for employment

Physical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Vaccinations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drug test	<input type="checkbox"/> Yes	<input type="checkbox"/> No
BCI	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
License	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Tools	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other :		

### Participants will be qualified to seek employment in the following occupations:

- 1) Training & Development
- 2) Education & Training
- 3) Training Managers
- 4) \_\_\_\_\_

### Is this program Pell grant eligible?

Yes  No

### PROGRAM COSTS:

TUITION INCLUDES:	These are expenses that <u>MAY</u> be reimbursed after successful completion of training.	Participant is responsible for :
Tuition <u>\$1,348.00</u>	<i>Please indicate Yes, No or enter the amount</i>	Prerequisites _____
Fees <u>\$25.00</u>	<b>YES</b> <b>NO</b> <b>AMOUNT</b>	Memberships _____
Books <u>not included</u>	Books <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <u>\$20.00</u>	_____
Licensing _____	Licensing <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
Certificate fees _____	Tools <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
Other, provide explanation _____	Uniforms <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
	Travel <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
	Miscellaneous <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
<b>Total Tuition Cost \$1,373.00</b>	<b>Total \$20.00</b>	<b>Cost above tuition cap \$0.00</b>
		<b>Expenses that <u>MAY</u> be reimbursed \$20.00</b>
		<b>Total \$20.00</b>

**Maximum ITA Responsibility (Max. \$5500)**  
**\$1,373.00**

**Additional Information** Courses are offered on-campus and/or online

**What type of certificate will be awarded and by whom?**