

Subject: Part-Time Training

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**BACKGROUND:**

Human Services provides the Skills Investment Bursary (SIB) to help Albertans with low income acquire the skills they need to improve their employability, obtain sustainable employment and become self-sufficient through increased income.

Currently, the Part-Time Training policy requires mid-term marks (or other indications of the likelihood of successful completion) to be submitted to the Learner Income Support Office (LISO) in order to determine on-going eligibility for the SIB. As it is the Authorized Official (AO) that has the authority to recommend on-going funding for learners who are progressing with their Service Plan, the AO rather than LISO, will review mid-term marks (or other indications of the likelihood of successful completion) prior to recommending a learner for on-going SIB funding.

**INTENT:**

The Part-Time Training policy has been updated to clarify roles and reduce the number of requests for information from part-time learners.

**POLICY:**

The [Part-Time Training policy](#) has been updated. The requirement to review a learners mid-term marks (or other indication of the likelihood of successful completion) prior to making a recommendation for further funding has been delegated from LISO to the Authorized Official.