

**TEXAS WORKFORCE COMMISSION  
ADULT EDUCATION AND LITERACY LETTER**

<b>ID/No:</b>	AEL 06-15, Change 1
<b>Date:</b>	April 19, 2017
<b>Keyword:</b>	AEL; WIOA
<b>Effective:</b>	Immediately

**To:** Local Workforce Development Board Executive Directors  
Adult Education and Literacy Grant Recipients  
Commission Executive Offices  
Integrated Service Area Managers

*Courtney Libaw for*

**From:** Reagan Miller, Director, Workforce Development Division

**Subject:** **Expansion of Eligible Population To Be Served from Institutions of Higher Education—Update**

---

**PURPOSE:**

AEL Letter 06-15 provided Adult Education and Literacy (AEL) grant recipients with guidance for enrolling eligible populations in AEL services from institutions of higher education (IHEs) who would otherwise be served in developmental education. This updated AEL Letter:

- expands AEL eligibility requirements related to Texas Success Initiative Assessment (TSIA) scores for students applying to enroll in or attend an IHE; and
- addresses the eligibility documentation requirements for AEL students referred from an IHE.

**RESCISSIONS:**

AEL Letter 06-15

**BACKGROUND:**

To support increased partnerships and integration with IHEs, the Texas Workforce Commission has made modifications to student eligibility for grant recipients funded under Request for Proposals 320-14-10. Modifications clarify and increase the eligible population to be served by AEL grant recipients by expanding the range of skill levels for students who are eligible for AEL services and applying for, enrolling in, or attending an IHE and taking the TSIA for college placement.

**PROCEDURES:**

**No Local Flexibility (NLF):** This indicates that Boards and AEL entities must comply with the federal and state laws, rules, policies, and required procedures set forth in this AEL Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

**Local Flexibility (LF):** This indicates that Boards and AEL entities have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this AEL Letter. All information with an LF rating is indicated by “may” or “recommend.”

**NLF:** Grantees must be aware that an eligible individual refers to an individual eligible to receive AEL services, as authorized under Title II of the Workforce Innovation and Opportunity Act. This refers to an eligible who has attained 19 years of age unless specifically exempted from compulsory school attendance by Texas Education Code §25.086 and

- is basic skills deficient;
- does not have a secondary school diploma or its recognized equivalent, and have not achieved an equivalent level of education; or
- is an English language learner.

**NLF:** Grantees must be aware that individuals who have a secondary school diploma or its recognized equivalent are eligible for AEL services if those individuals are basic skills deficient or English language learners.

**NLF:** Grantees must be aware that an eligible individual applying for entrance into an IHE is considered eligible to receive AEL services if:

- the individual meets the definition of an eligible individual based on tests administered following the Texas AEL Assessment Guide, and
- scores into National Reporting System levels 1–5 on TSIA for college placement in any area—reading, writing, or mathematics.

**NLF:** Grantees must collect and maintain a documented TSIA score from an IHE to provide AEL services.

**NLF:** Grantees must verify eligibility of students referred from an IHE for AEL services using tests administered according to the Texas AEL Assessment Guide.

**INQUIRIES:**

Send inquiries regarding this AEL Letter to [aelpolicy.clarifications@twc.state.tx.us](mailto:aelpolicy.clarifications@twc.state.tx.us).

**ATTACHMENT:**

Revisions to AEL 06-15 in Track Changes.

**REFERENCES:**

Workforce Innovation and Opportunity Act of 2014  
Final Rule, Programs and Activities Authorized by the Adult Education and Family Literacy Act (Title II of the Workforce Innovation and Opportunity Act)  
Title IV, Higher Education Act of 1965, as amended  
Texas Education Code §25.086  
Texas Education Code §51.3062  
Texas AEL Assessment Guide  
Request for Proposals 320-14-10