



## Training Benefits Program

The Washington State Legislature created the Training Benefits Program in 2000. It provides extended unemployment benefits to eligible workers who need training to get a new job. Training Benefits provide income support while workers are in training; the benefits are paid from the state unemployment benefits fund. Direct costs of training (tuition, books, fees, etc.) must be funded through other sources.

### Duration of training benefits

Training Benefits participants may receive up to a full year of benefits, including the individual's regular unemployment benefits. For example, a participant who qualifies for 26 weeks of regular unemployment benefits may receive up to 26 additional weeks of benefits through the Training Benefits Program. Someone who qualifies for 20 weeks of regular benefits may receive up to 32 weeks of training benefits, for a total of 52 weeks of benefits.

## FACT SHEET

Approved participants are not required to look for work while in training and receiving unemployment or training benefits.

### Applying for Training Benefits

Everyone who applies for unemployment benefits has access to the Unemployed Worker Handbook, which includes information about the Training Benefits Program. Information is also available at WorkSource centers, at local community and technical colleges, and on Employment Security's website, [esd.wa.gov](http://esd.wa.gov).

Applicants must develop a training plan describing the proposed training, where it's offered and the occupation or skills they'll develop. Assistance is available at local WorkSource offices and worker-retraining offices at community or technical colleges.

**Approved participants get up to 52 weeks of unemployment benefits and don't have to look for work while being retrained**





## Eligibility

Unemployed workers who qualify for regular benefits must fall into one or more of the following five eligibility categories to qualify for Training Benefits.

1. “Dislocated worker,” defined as someone who:
  - Was laid off by an employer that permanently reduced operations; *or*
  - Lost a job for a reason for which we allow benefits **and** is unlikely to get the same type of work because there are few job opportunities in that field.
2. Disabled by an injury or illness and needs training for a new occupation.
3. Earned less than 130 percent of the state’s minimum wage in the qualifying year and needs training to get a higher-paying job.
4. Honorably discharged from the military or the state’s National Guard in the 12 months before applying for the program and needs training to find work locally.
5. Currently serving in the National Guard and needs training to find work locally.

### ***Additional eligibility requirements***

A Training Benefits participant cannot be on standby or have a recall date to his or her past job within the next six months. Dislocated workers with unemployment claims may enroll in either part-time or full-time training.

## Application deadlines and other requirements

Dislocated workers may apply for Training Benefits and enter an approved training program at any time during their benefit year. However, they must show that they have sufficient financial resources to complete their training plan once their training benefits are exhausted.

### **Unemployed workers who apply for Training Benefits under other eligibility criteria** (non-dislocated) must:

- Submit a training plan within 90 days after receiving access to the Unemployed Worker Handbook.
- Enroll in approved training within 120 days after receiving access to the Unemployed Worker Handbook, or begin the training as soon as it’s available.

All Training Benefits participants must submit reports to Employment Security showing that they’re making satisfactory progress in their training.

## Annual report available

Employment Security produces an annual report to the state Legislature that provides demographic information about participants, types of training they take, pre- and post-training wages, administrative costs and other performance results. Find current and past reports on the Employment Security website, [esd.wa.gov](http://esd.wa.gov).





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