

How to Apply OEC Mass Workforce Training Fund

OCEAN Education Center(OEC)/OCEAN MBA Club Sept. 5, 2007

Introduction

OCEAN Business Administration Training Program has also been approved to be one of the Massachusetts Workforce Training Fund courses (ID: 1063849). For eligible small business owners, the fund would cover 50% of tuition up to \$25,000 in total.

Highlights for employer's qualification for Workforce Training Fund (WTF):

- Massachusetts Employer
- With employee 50 or less
- With unemployment Insurance

Time To Apply

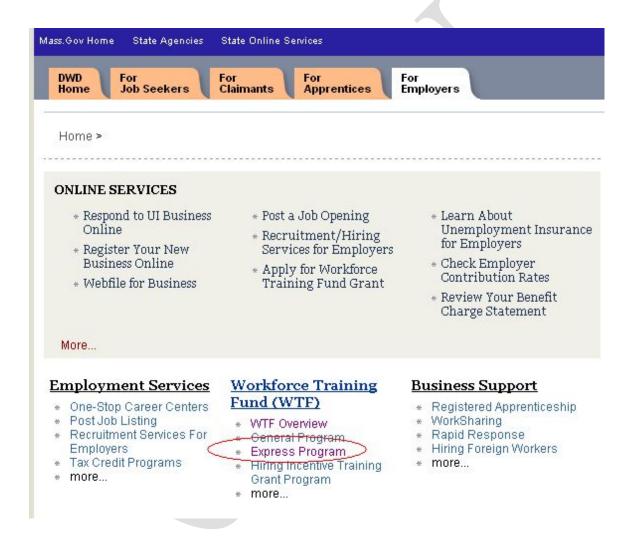
You should apply for the fund 6 weeks before the program starts

Details to apply Workforce Training Fund (WTF) for OCEAN MBA program

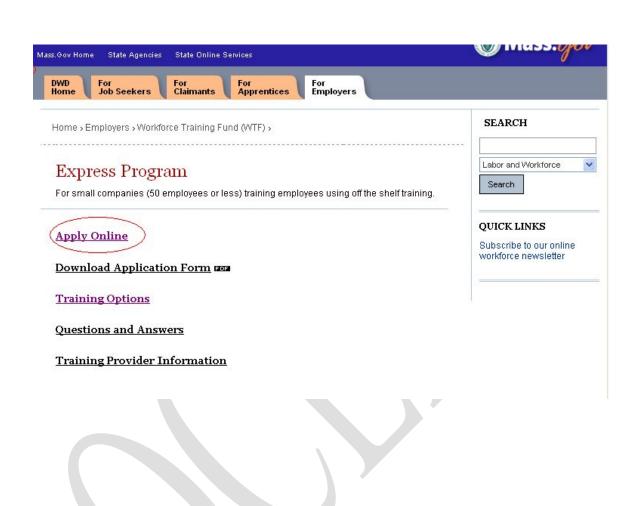
Step One:

Access web page for "Labor and Workforce Development" => "For Employers"

http://www.mass.gov/?pageID=dlwdhomepage&L=1&L0=Home&sid=Edwd



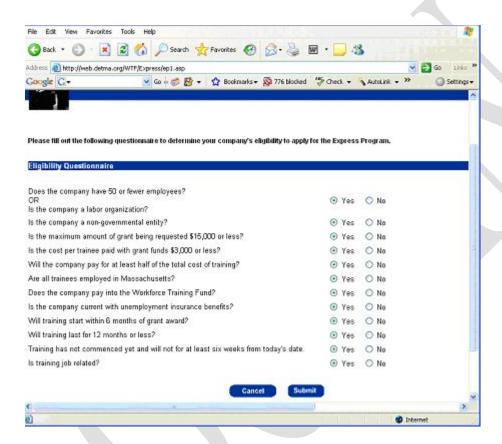
Step Two: Click on "Express Program"



Step Three: Click "Apply Online".

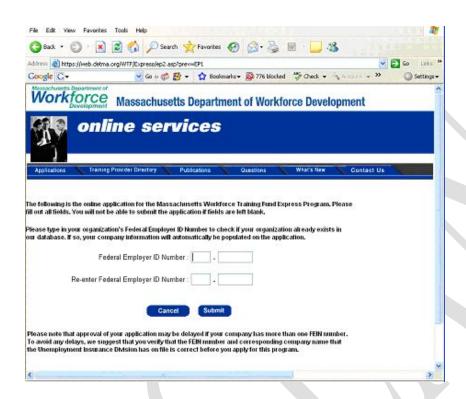
Then, a list of Eligibility Questionnaire" shows up. Please fill in the option based upon your company's situation.

** Note: all "yes" would qualify you to proceed on the application.



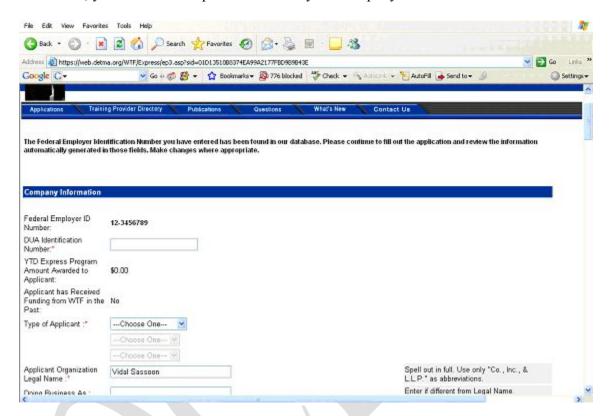
Step Four:

Please fill in your Federal Employment ID



Step Five:

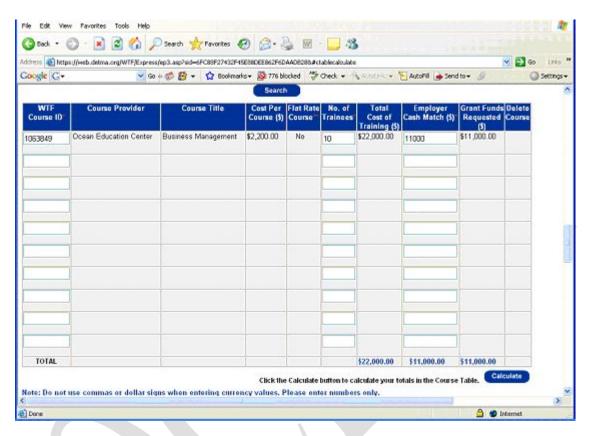
If the company exists in the database, its information will show up on the screen. Otherwise, you have to fill up the details for your company.



Step Six:

Fill in all the necessary information regarding the course, number of trainees. Click "calculate" to fill in the rest of information.

Note: OEC WTF Course ID: 1063849



Finally, after verifying all the information correct, send the application in on line.

Note: Support line phone number is also listed on the web page so that you could call for additional help for this application.

Best of the luck.

Ocean Education Center