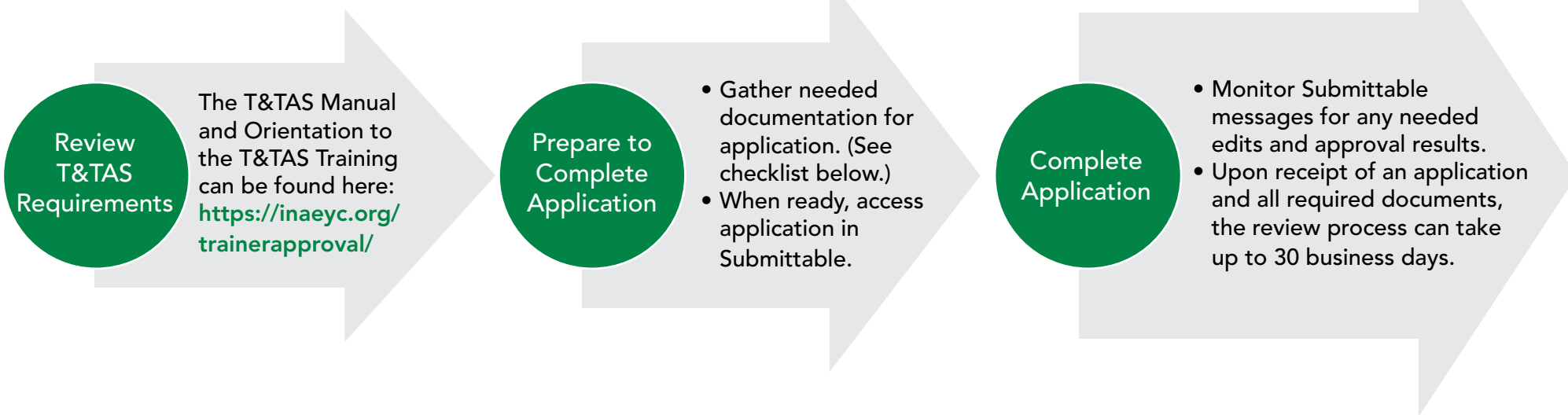


INDIANA TRAINER & TRAINING APPROVAL SYSTEM

ORGANIZATION APPROVAL AT-A-GLANCE



To receive additional support from a T&TAS Representative, please complete the Interest Form on the website: <https://inaeyc.org/trainerapproval/>

Submittable Application:
<https://bit.ly/3LgApz0>

Documents Needed for Application May Include:

- Proof of incorporation, charter, or legal business entity
- Proof of being in business at least one year
- Organization Chart
- Policies and Procedures for selection of training topics offered, quality assurance for trainers and training, support for training participants throughout the process, keeping important training documentation on file, selection of contractors (if applicable)
- Established trainer guidelines (e.g.: manual, handbook)
- Mission Statement/Goals for the organization
- Tools used for evaluation of trainers
- Training participant surveys
- Education and experience information for any trainer that is not an Indiana T&TAS Approved Trainer

The Indiana T&TAS Approves the Following Types of Organizations:

- Colleges and Universities Accredited by the CHEA or USDE Recognized Agency
- Federal and State of Indiana Agencies
- Organizations Accredited by **IACET**
- Training Organizations Recognized by the **National Workforce Registry Alliance**
- Organizations Identified by the OECOSL
- T&TAS Evaluated Organizations

Evaluated Organizations will be required to submit trainings for approval.

* Additional Information, including requirement charts for each trainer type, can be found in the Trainer and Training Approval System Manual.

