

Workforce Pell readiness checklist

A quick diagnostic for community and technical colleges preparing for new federal and state reporting requirements.

Workforce Pell is new — and no institution has a complete system for it yet. This checklist helps you identify where your college is ready and where gaps may exist across student, program, and outcome level data.

Program-level readiness	✓	Student-level data readiness	✓
Do your programs have standardized documentation for:		Can your institution consistently track these for every student in all eligible programs:	
Employer validation		Enrollment (noncredit + credit)	
Alignment to in-demand occupations		Program start and end dates	
Program length and structure		Progress and completion	
Curriculum and competencies		Credential attainment	
Stackability into credit pathways		Clean, consistent student identifiers	
Credential alignment		SIS integration for noncredit programs	
Outcome readiness	✓	Reporting readiness	✓
Can your institution reliably track:		Do you have:	
Job placement		Centralized workforce data	
Employment in a related occupation		Consistent documentation across departments	
Employer verification		Dashboards for leadership	
Continued education		State-ready data exports	
Clean data for UI wage matching		Automated workflows (forms, approvals, reminders)	

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How Grouptrail helps colleges
get Workforce Pell-ready — fast

Workforce Pell is new, but Grouptrail already supports the
underlying workflows:

- Unified student-level tracking
- Program-level documentation
- Employer validation workflows
- SIS integration (Colleague, Banner)
- Credential and badge tracking
- Employment verification
- Reporting dashboards
- State-ready exports

*Grouptrail. Fast implementation. Minimal IT lift.
Proven with community colleges.*

Get your free workflow mapping session. We'll help
you map your current systems and identify the fastest
path to Workforce Pell readiness. **Schedule a session.**

