



PROFESSIONAL AND PUBLIC PROGRAMS  
CONTINUING EDUCATION

# WIOA CAREER ASSISTANCE

SUMMER  
**2026**



[PPP.UTEP.EDU](http://PPP.UTEP.EDU) | 915-747-5142



PROFESSIONAL AND PUBLIC PROGRAMS

# SUMMER KICKOFF

AT UTEP'S MEMORIAL GYM

**10 A.M.-2 P.M.**



Enjoy  
**free popcorn**  
while supplies last!

**SATURDAY  
APRIL  
25**

**FREE  
UTEP  
SWAG\***



**RECEIVE 10% OFF ON KIDZ ON CAMPUS CAMPS**

Sign up for any of our 8-week youth camps at UTEP and save 10% per camp!  
Discounts are available for **phone and in-person registrations only on this day.**  
Discounts can't be combined with other offers.

## Summer fun for the whole family!

Enroll in any summer course by May 15 and get 10% off\*\*  
Don't miss out on this Early Bird Discount!

Visit [ppp.utep.edu/summerkickoff](http://ppp.utep.edu/summerkickoff) for more details.

\* Youth t-shirts and swag available for first 50 on-site registrations. \*\* Exclusions apply.



# WELCOME!

The Workforce Innovation and Opportunity Act (WIOA) is a landmark legislation that is designed to

- strengthen and improve our nation's public workforce system
- help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers
- help employers hire and retain skilled workers

Professional and Public Programs at UTEP is part of the Texas Eligible Training Provider List (ETPL) and offers a number of noncredit WIOA-approved programs (see list below). Our goal is to offer in-demand education and training opportunities designed to help you quickly return to employment, expand your postsecondary options and opportunities, and support your entrepreneurship goals to help stabilize our economy and community.



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We provide high-quality continuing education. This includes nontraditional academic and lifelong learning opportunities for professional development, personal enrichment and academic growth.

# MEET THE WIOA CAREER ASSISTANCE MANAGER



**SYLVIA MONSISVAIS**  
PROGRAM MANAGER

## CONTACT US

 **ONLINE**  
Visit us at [ppp.utep.edu](http://ppp.utep.edu)

 **BY EMAIL**  
Email us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu)

 **BY PHONE**  
Call 915-747-5142,  
Monday-Friday, 8 a.m.-5 p.m.

Connect with us to receive special offers, updates on courses and more!

 **UTEP.P3**

 **UTEP\_P3**

 **UTEP.P3**

 **UTEP-P3**

# READY TO GET STARTED?

**STEP TOWARD YOUR  
NEW CAREER TODAY.**

Go to the Workforce Innovations Career Assistance Program information on **page 6** to review the step-by-step process, explore eligible programs and begin your application.

See how the process works and move forward with confidence.

**NEED ASSISTANCE? CONTACT US!**

### DID YOUR PLANS CHANGE?

Refund policies are available at [ppp.utep.edu/refund-policy](http://ppp.utep.edu/refund-policy)

# EVENTS, DISCOUNTS & MORE

Stay up to date with everything going on! From our Summer Kickoff event to exclusive discounts and featured ads for instructors this is your go-to spot for the latest opportunities, updates, and ways to get involved.

## SUMMER KICKOFF



Join us for a day of fun, giveaways, and exclusive discounts!\*

[GO TO PAGE 2 FOR MORE INFORMATION.](#)

## EARLY BIRD 10% DISCOUNT \*



[GO TO PAGE 12 FOR MORE INFORMATION.](#)



## WE ARE HIRING INSTRUCTORS

[GO TO PAGE 12 FOR MORE INFORMATION.](#)

## 100% ONLINE DEGREES FROM UTEP

[GO TO PAGE 13 FOR MORE INFORMATION.](#)



# FEATURED COURSES

## ACCOUNTING

### Accounts Payable Specialist Certification

(EXAM COST INCLUDED)

Prepare for the Institute of Finance & Management's (IOFM) Accounts Payable Specialist (APS) associate-level certification and enhance your intermediate financial operations skills.

→ [Click here for course information](#)

## PROJECT MANAGEMENT

### Mastering Project Management With PMP® Prep

Learn project management techniques and best practices based on the Project Management Institute's (PMI) A Guide to the Project Management Body of Knowledge (PMBOK®). By course completion, you will be fully prepared to sit for and pass the PMP certification exam.

→ [Click here for course information](#)

## SKILLED TRADES CAREER TRAINING

### Electrical Technician Certification With Optional Externship

Acquire broad, transferable skills, including an understanding of the electrical trade, the National Electrical Code® and more to prepare for entry-level careers in this growing field.

→ [Click here for course information](#)

### HVAC Technician Certification With Optional Externship

Be prepared to perform entry-level HVAC maintenance and repair tasks in residential and commercial environments.

→ [Click here for course information](#)



# WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) CAREER ASSISTANCE PROGRAM



Thanks to the partnership between UTEP Professional and Public Programs and Workforce Solutions Borderplex (WSB), you may be eligible for additional funds to help you further your education or training and to cover any outstanding or upcoming costs for supplies or books.

If you have already finished your classes, WSB may even be able to assist with getting you a paid internship related to work experience in your field.

Funds may also be available to provide you with additional assistance related to course extensions, enrolling in a new course, child care, work attire, transportation support and other services.

If you are interested in this opportunity, then please go in person to the Dyer or North Loop centers to verify if you are eligible or call 915-887-2600 for details.

## **NORTHEAST CENTER**

8941 Dyer St.  
El Paso, TX 79904  
915-887-2600

Hours: Monday-Friday, 8 a.m.-5 p.m.,  
Saturday, 8 a.m.-noon

## **NORTH LOOP CENTER**

8825 N. Loop, Ste. 122  
El Paso, TX 79907  
915-887-2600

Hours: Monday-Friday, 8 a.m.-5 p.m.,  
Saturday, 8 a.m.-noon

[\*Click here to request information for WIOA\*](#)



# ONLINE COURSES

*All current UTEP Professional and Public Programs courses approved for WIOA funding are listed below. Please note that the availability of these courses and their prices are subject to change.*



## COMPUTER COURSES

### **A+, Net+, Security+**

**Course Hours: 240 hrs.**

→ [Click here for course information](#)

### **Certified Information Security Manager (CISM):**

#### **Voucher Included**

**Course Hours: 75 hrs.**

→ [Click here for course information](#)

### **Certified Information Systems Auditor (CISA):**

#### **Voucher Included**

**Course Hours: 75 hrs.**

→ [Click here for course information](#)

### **CompTIA SecurityX Certification Training:**

#### **Voucher Included**

**Course Hours: 75 hrs.**

→ [Click here for course information](#)

### **CompTIA Certification Training - A+, Network+, Security+: Vouchers Included**

**Course Hours: 395 hrs.**

→ [Click here for course information](#)

### **Information Security Training: Vouchers Included**

**Course Hours: 250 hrs.**

→ [Click here for course information](#)

### **Medical Billing and Coding Voucher Included**

**Course Hours: 370 hrs.**

→ [Click here for course information](#)

### **Medical Billing Specialist with Electronic Health Records: Vouchers Included**

**Course Hours: 444 hrs.**

→ [Click here for course information](#)

### **Oracle SQL and PL/SQL + Python Developer + Java Programmer**

**Course Hours: 375 hrs.**

→ [Click here for course information](#)

To guide you through the complete enrollment process, including approved eligibility of a WIOA Counselor, contact us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu) or call **915-747-5142**.





## HEALTH MEDICAL COURSES

### Assisted Living Technician

Course Hours: 375 hrs.

→ [Click here for course information](#)

### Certified Clinical Medical Assistant (CCMA) + Certified Electronic Health Records Specialist (CEHRS): Voucher Included

Course Hours: 674 hrs.

→ [Click here for course information](#)

### Certified Medical Administrative Assistant with Medical Billing and Coding: Voucher Included

Course Hours: 530 hrs.

→ [Click here for course information](#)

### Dialysis Technician

Course Hours: 4-6 months

→ [Click here for course information](#)

### EKG Technician Career Prep

Course Hours: 60 hrs.

→ [Click here for course information](#)

### Home Health Aide Career Prep Professional

Course Hours: 285 hrs.

→ [Click here for course information](#)

### Pharmacy Technician: Voucher Included

Course Hours: 400 hrs.

→ [Click here for course information](#)

### Phlebotomy Technician Career Prep

Course Hours: 100 hrs.

→ [Click here for course information](#)

### Sterile Processing Technician: Voucher Included

Course Hours: 190 hrs.

→ [Click here for course information](#)

## PROFESSIONAL TRAINING COURSES

### Certified Credit Counselor and Certified Financial Health Counselor: Exam Included

Course Hours: 105 hrs.

→ [Click here for course information](#)

To guide you through the complete enrollment process, including approved eligibility of a WIOA Counselor, contact us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu) or call 915-747-5142.





## PROFESSIONAL TRAINING COURSES (CONT.)

### Certified Paralegal: Voucher Included

Course Hours: 225 hrs.

→ [Click here for course information](#)

### Foundations of Plumbing

Course Hours: 145 hrs.

→ [Click here for course information](#)

### Freight Broker/Agent Training

Course Hours: 100 hrs.

→ [Click here for course information](#)

### Lean Six Sigma Green Belt and Black Belt Exam Cost Included

Course Hours: 480 hrs.

→ [Click here for course information](#)

### Professional Bookkeeping With Quickbooks Online: Vouchers Included

Course Hours: 100 hrs.

→ [Click here for course information](#)

### Certificacion HVACR en Español (Incluye curso de inglés y examen profesional) (EnGen)

Course Hours: 490 hrs.

→ [Click here for course information](#)

### The Complete Project Manager with CAPM® and PMP® Prep

Course Hours: 250 hrs.

→ [Click here for course information](#)

### Residential Electrician

Course Hours: 125 hrs.

→ [Click here for course information](#)

### Senior Professional in Human Resources® (SPHR®) Exam Prep

Course Hours: 135 hrs.

→ [Click here for course information](#)

### Victim Advocacy Certificate Course

Course Hours: 7 weeks

→ [Click here for course information](#)

To guide you through the complete enrollment process, including approved eligibility of a WIOA Counselor, contact us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu) or call 915-747-5142.



# 5 STEPS TO GET YOU STARTED



## 1. Contact us.

Determine your eligibility and begin the application process by

- emailing us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu)
- contacting your local El Paso Workforce Solutions Borderplex at <https://borderplexjobs.com/>
- sending an email to [weserveyou@borderplexjobs.com](mailto:weserveyou@borderplexjobs.com).

## 2. Choose your course.

While applying for your grant, explore eligible Professional and Public Programs courses at the [Workforce Innovations Career Assistance web page](#). Please contact us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu) or **915-747-8043** for more information about programs that interest you.

## 3. Request an acceptance or bid letter.

Your WIOA Counselor will need an acceptance or bid letter for the course you choose with Professional and Public Programs.

To request an acceptance or bid letter, complete the form at <https://mwcawioainterest.questionpro.com> or email us at [p3mwca@utep.edu](mailto:p3mwca@utep.edu).

## 4. Get approved.

In most cases, your WIOA counselor will notify you if your training plan and funding are approved. You may receive a voucher, authorization letter or purchase order document, depending on the funding. Please send that approval document to [p3mwca@utep.edu](mailto:p3mwca@utep.edu).

## 5. Start learning.

After we receive confirmation that your funding is approved, we will register you for the approved program. You will receive a welcome email prior to your start date with instructions on how to begin the course.

**Texas Rising Star (TRS)** is a quality rating and improvement system that encourages child care centers to attain higher levels of quality with care and early learning. **Workforce Solutions Borderplex offers TRS directors and teachers a professional development opportunity through a scholarship program** that can be used for child development courses, obtaining a child development program certificate, or achieving a child development associate's degree.

➔ [Click here to read full report.](#)

For more details, visit us at [ppp.utep.edu/careerassistance](http://ppp.utep.edu/careerassistance)



# WE ARE HIRING INSTRUCTORS

If you're interested  
in teaching an existing  
course or have an idea  
for a new course,  
**we'd love to hear from you!**

To learn more about  
becoming a **Professional  
and Public Programs  
instructor,\*** call us at  
915-747-5142 or email  
ppp@utep.edu



*\*Must create own curriculum  
and course syllabus.*

## UTEP Employees and Retirees Discounts

Current and retired UTEP employees may  
receive 15% discount on eligible courses\*.  
You must call in to claim discounts.

THIS SUMMER

SAVE WITH OUR

**EARLY BIRD**  
**10% DISCOUNT\***



RECEIVE

**10%  
OFF**

Receive 10% off eligible  
courses each semester  
when you register early.



DISCOUNT ENDS  
**MAY 15, 2026**

**Scan the QR Code**

for each semester's deadlines  
and other available discounts.



**Don't miss your chance to save with this  
limited time offer each semester!**

\*Discounts do not apply to certain programs, including but not  
limited to: English Language Institute Core Program, aquatics  
courses and online courses offered in partnership with third parties.  
Discounts outlined here may not be combined with any other  
discounts.

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All the online programs offered are of the same great quality and academic rigor as face-to-face degree programs and are taught by the same faculty who teach on-campus courses.

Pick the program you're interested in and [fill out a form](#) or call us. We promise you won't be disappointed!



Scan QR code for more information.

**APPLY TODAY!**



**UTEP ONLINE**

Have questions? Contact us today.  
[utepconnect.utep.edu](http://utepconnect.utep.edu)  
1-800-684-UTEP

# WORKFORCE SOLUTIONS BORDERPLEX



A proud partner of the AmericanJobCenter network.

Workforce Solutions Borderplex (WSB) provides virtual or in-person services in the following areas:

- Job search
- Job readiness
- Resume refresh
- Job fairs

Eligible individuals will have access to child care, training and financial support. You'll need the following documentation to get started

- Check stub
- ID or resident card
- Social security number
- DD214

We provide service to the counties of Brewster, Culberson, El Paso, Hudspeth, Jeff Davis and Presidio.



The best part: our services are accessible to all through grants, scholarships, and federal funding.

Ready to commit?  
Call us at **915-759-JOBS (5627)** or email [info@borderplexjobs.com](mailto:info@borderplexjobs.com) today.

