

## Choice of Training Institutions Justification Worksheet

Please check at least one justification reason from the choices below and provide additional documentation as stated. TAA will also conduct a search of all available Minnesota and Public school choices so please be as thorough as possible. You can find public school choices by program here: <https://www.minnstate.edu/campusesprograms/index.html> As well as the University of Minnesota <https://twin-cities.umn.edu/>

**Requested training is sole source of appropriate training or credential.**

\*If there are other trainings available in Minnesota but the curriculum is not appropriate then Explain: \_\_\_\_\_

**Requested school offers a special service that public schools do not offer** (e.g. accessibility, disability accommodation, daycare, etc). Explain in detail: \_\_\_\_\_

**Lack of openings at Public School**

Complete comparison chart below (add additional sheet if necessary)

School	Program & Degree/Certification	Next available start date

**Requested training is at a lower cost than public school choices.**

Complete chart below comparing school choices (add additional sheet if necessary)

School	Credit Cost	Credits needed	Total Cost

**Training has already begun prior to TAA application**

Check at least one box for why the customer cannot transfer to a public or Minnesota-based school.

- Transfer would result in loss of earned credits
- Transfer would mean additional time would be needed to complete training
- Greater Cost
- Lack of comparable coursework at public school (additional justification may be needed)
- Public school not available

\*\*Provide additional comments to support your selection (required):

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Provide any additional comments that might be helpful in justifying your request to attend a private institution:

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